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MONTHLY REPORTS

OF THE

LIBRARIAN

May 1944 - April 1948

REPORT OF THE ACTING LIBRARIAN
FOR May 1944

Both departmental and total circulation of books in the past month show increases; 18,705 books issued for home use in May 1944 represent a gain of 2,599 over May 1943. The registration of borrowers increased 107 over the corresponding month of last year. 1,222 reference questions were handled last month as compared to 742 in May 1943.

914 volumes were acquired by purchase during the month at a cost of $1,570.35 381 books were rebound and 74 volumes of periodicals were bound at a cost of $512.35. For postage, subscriptions, pamphlets, etc., a sum of $62.81 was expended. Total book fund expenditures amounted to $2,145.51

For supplies and repairs a total of $121.16 was expended in May.

886 books were accessioned in the past month. Outstanding titles included 19th century volumes of the "Atlantic Monthly," "Scribners Magazine," and "Review of Reviews" which the Library's files lack.

1,020 volumes were cataloged by the Catalog Department. Of this number 354 were juvenile books and 666 were books for the Adult Department shelves.

Outstanding exhibits in the Adult Department included "Contemporary Photography," lent by the American Federation of Art, and "Portraits in Drawing," lent by the Fine Arts Department of the University of Pittsburgh.

The series of informal talks and book reviews held on alternate Fridays in the Browsing Room was concluded in the past month. Mr. Wilson Anderson spoke on photography on May 5th; Dr. Fredrick Lehner discussed contemporary foreign literature in translation on May 12th, and Rabbi

REPORT OF THE ACTING LIBRARIAN
June, May 1944

Both departmental and total circulation of books in the past month show increases; 18,708 books issued for home use in May 1944 represent a gain of 2,529 over May 1943. The registration of borrowers increased 107 over the corresponding month of last year. 1,222 reference questions were handled last month as compared to 942 in May 1943.

914 volumes were acquired by purchase during the month at a cost of $1,870.65. 381 books were rebound and 74 volumes of periodicals were bound at a cost of $318.25. For postage, subscriptions, pamphlets, etc., a sum of $88.81 was expended. Total book fund expenditures amounted to $2,148.81

For supplies and repairs a total of $121.16 was expended in May.

808 books were accessioned in the past month. Outstanding titles included 19th century volumes of the "Atlantic Monthly" "Scribners Magazine," and "Review of Reviews" which the Library's files lack.

1,020 volumes were catalogued by the Cataloge Department. Of this number 324 were juvenile books and 696 were books for the Adult Department shelves.

Outstanding exhibits in the Adult Department included "Contemporary Photography," lent by the American Federation of Arts, and "Portraits in Drawing," lent by the Fine Arts Department of the University of Pittsburgh.

The series of informal talks and book reviews held on alternate Fridays in the Browsing Room was concluded in the past month. Mr. Milton Anderson spoke on photography on May 5th; Mr. Frederick Lamer discussed contemporary foreign literature in translation on May 12th, and Rabbi

Goldburg reviewed a novel, "The Outnumbered," on May 19th.

The Children's Spring Book Festival, sponsored by the Boys' and Girls' Department, was held on May 18th. Principal guest and speaker was May Lamberton Becker, well known as "The Reader's Guide" of the New York Herald Tribune. C. W. Anderson, author and illustrator of numerous children's stories about horses, was also scheduled to appear. Mr. Anderson's unforeseen mistake in Charleston's geographic location postponed his visit. Mrs. Becker apoke about books for young people five times in the course of the day: she spoke to students at Charleston and South Charleston High Schools, to about 300 children (substituting for Mr. Anderson) in the Boys' and Girls' Department, to parents and teachers in the Browsing Room of the Library, and finally, to a group of about 60 representative adults at a dinner meeting held in the Charleston Woman's Club. In carrying out the program, Mrs. Becker and the Library undoubtedly placed the importance and value of the work with children done by the Library well before the public. Organizations cooperating with the Library in developing the Book Festival included The Board of Education, the Junior League, the Parent-Teachers Council, the American Association of University Women, the Girl Scouts, the Boy Scouts, and the Woman's Club.

Miss Helen Bartlett, Chief of Reference in the Adult Department has been admitted to the summer session of the Library School of Columbia University.

Respectfully submitted,

Isabel Lynch

CIRCULATION - MAY 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2170			2260		
Fiction	3309			3008		
Total		5479			5268	
YA Collection						
Non-fiction	147			233		
Fiction	170			220		
Total		317			453	
Total Adult Dept			5,796			5,721
B & G DEPT.						
Non-fiction	568			666		
Fiction	3205			2327		
Total		3773			2993	
Teacher's Collection						
Non-fiction	0			379		
Fiction	2514			1746		
Total		2514			2125	
Total B & G Dept.			6,287			5,118
TOTAL FOR MAIN LIBRARY			12,083			10,839
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	367			323		
Fiction	1506			1452		
Total		1873			1775	
Juvenile Books						
Non-fiction	512			292		
Fiction	2137			1113		
Total	2	2639			1405	
Teachers Coll. Adult						
Non-fiction	37			164		
Fiction	22			80		
Total		59			244	
Juvenile						
Non-fiction	39			233		
Fiction	529			592		
Total		568			815	
Total Teachers Collection			627			1,059
TOTAL FOR EXTENSION DEPT.			5,139			4,239

Circulation - May 1944

	1944			1943		
GARNET BRANCH						
Adult Dept.						
Non-fiction	443			346		
Fiction	456			387		
Total		889			733	
Juvenile Dept.						
Non-fiction	322			210		
Fiction	262			85		
Total		584			295	
Total for Garnet Branch			1,483			1,028
GRAND TOTAL ALL DEPARTMENTS			18,705			16,106

SUMMARY

Adult						
Non-fiction	3164			3326		
Fiction	5463			5147		
		8627			8473	
Juvenile						
Non-fiction	1441			1770		
Fiction	8637			5863		
Total		10078			7633	
Teacher Coll. 1943 Total						
GRAND TOTAL			18,705			16,106

REGISTRATION - MAY 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
New borrowers	147			146		
Re-registered	59			12		
Total		206			158	
B & G Dept.						
New borrowers	80			68		
Re-registered	4			4		
Total		84			72	
Total Main Library			290			230
EXTENSION DEPT.						
Bookmobile						
New borrowers	111			65		
Re-registered	3		114	0		
Total						65
GARNET BRANCH						
New borrowers	12			10		
Re-registered	2			6		
Total			14			16
GRAND TOTAL						
NEW BORROWERS	350			289		
RE-REGISTERED	68			22		
TOTAL			418			311

REPORT OF THE ACTING LIBRARIAN FOR
June
~~JULY~~ 1944

Total circulation of books in June represents a decrease of almost 1,000 in comparison with the previous month of May, a decrease which is seasonal and normal. The 17,767 books circulated in the past month as compared with 13,421 in June 1943 show an increase of 4,346. Of this increase 2,123 books were adult titles and 2,223 were juvenile titles. The registration of borrowers in the past month shows an increase of 230 over June 1943. 1,026 reference questions were handled last month as compared with 771 in June 1943.

527 volumes were acquired by purchase during the month at a cost of $963.85. Postage, periodicals, pamphlets, etc. brought the total expenditures from the book fund to $999.50 for the month of June.

$54.34 was expended for equipment, supplies and repairs.

704 books were accessioned. Noteworthy acquisitions included a large group of handicraft books which are always in demand and which may be expected to have even greater value in post-war years when occupational therapy developments will augment the use of this type of material.

The Catalog Department prepared 917 volumes for the shelves, of which 802 were added to the Adult Department and 115 were added to the Boys' and Girls' Department. 713 books were withdrawn, 247 adult titles and 466 juvenile titles. The majority of books withdrawn were either worn out or obsolete; 109 titles or books were lost in circulation.

The Bookmobile, now operating on a summer schedule, includes three new scheduled stops at Handley, Rock Lake Village and Big Chimney. In Big Chimney the day of the Bookmobile stop has been designated as a kind of community day when residents assemble their collections of books to be returned to the Bookmobile, salvaged paper, and waste fats. The proceeds and cooperative spirit derived from these enterprises have made it possible for the people of Big Chimney to acquire athletic equipment and consequently to establish community recreation activities on "Bookmobile Day."

The Boys' and Girls' Department has been busy with the development of a summer reading club for boys and girls, begun on the first of June. 130 members have enrolled in the Boys' and Girls' room of the main library and 88 members from outside Charleston have enrolled through the Extension Department. The purpose of this summer reading club is to promote worthwhile reading among the children. This summer the boys and girls who are members of the reading club are reading books about other countries, learning poetry, performing plays of their own selection, and in general, under Miss Brown's informal supervision, are maintaining their interest in the Library in the vacation season.

Miss Brown, Head of the Boys' and Girls' Department, lectured on the art of story telling at the Institute for Recreational Leaders held in Charleston last month.

Adult Department Exhibits in June included a collection of wood sculpture by John Rood, obtained through the Charleston Chapter of the Association of American University Woman, and a display of original paintings and sketches exhibited by the Morris Harvey Art Guild.

Miss White, the Assistant Librarian, spoke to the Business and Professional Girls Club of the Y. W. C. A. Miss Bartlett, of the Adult Department Reference Division, worked with the State Department of Public Assistance, advising them of various methods of classifying and maintaining their collection of pamphlet material.

Isabel Lynch

CIRCULATION - JUNE 1944

	1944		1943		
MAIN LIBRARY					
Adult Dept.					
Non-fiction	2629		2058		
Fiction	4238		3426		
Total		6867		5484	
YA Collection					
Non-fiction	191		273		
Fiction	266		274		
Total		457		547	
Total Adult Dept		~~6,867~~ 7,324+1,293			5,484
B & G DEPT.					
Non-fiction	571		665		
Fiction	3952		2502		
Total		4523 832		3167	
Teacher's Collection					
Non-fiction					
Fiction					
Total				524	
Total B & G Dept.		4,523			3,691
TOTAL FOR MAIN LIBRARY		11,847+2,125			9,722
EXTENSION DEPT.					
Bookmobile					
Adult Books					
Non-fiction	346		296		
Fiction	1810		1393		
Total		2156		1689	
Juvenile Books					
Non-fiction	395		236		
Fiction	1986		995		
Total		2381		1231	
Teachers Coll. Adult					
Non-fiction	0		0		
Fiction	0		0		
Total		0		0	
Juvenile					
Non-fiction	0		0		
Fiction	0		0		
Total		0		0	
Total Teachers Collection		0			
TOTAL FOR EXTENSION DEPT.		4,537+1,617			2,920

Circulation - June 1944

	1944			1943		
GARNET BRANCH						
Adult Dept.						
Non-fiction	364			193		
Fiction	499			307		
Total		863			500	
Juvenile Dept.						
Non-fiction	276			188		
Fiction	244			91		
Total		520			279	
Total for Garnet Branch			1,383			779
GRAND TOTAL ALL DEPARTMENTS			17,767			13,421

SUMMARY

Adult						
Non-fiction	3530			2820		
Fiction	6813			5400		
		10,343			8,220	
Juvenile						
Non-fiction	1242			—		
Fiction	6182			—		
Total		7424			5,201	
Teacher Coll. 1943						
Total				—	—	
GRAND TOTAL			17,767			13,421

REGISTRATION - June 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
New borrowers	249			239		
Re-registered	82			6		
Total		331			245	
B & G Dept.						
New borrowers	96			105		
Re-registered	6			3		
Total		102			108	
Total Main Library			433			353
EXTENSION DEPT.						
Bookmobile						
New borrowers	165			117		
Re-registered	8			2		
Total			173			119
GARNET BRANCH						
New borrowers	10			10		
Re-registered	0			4		
Total			10			14
GRAND TOTAL						
NEW BORROWERS	~~620~~			471		
RE-REGISTERED	96			15		
TOTAL			~~716~~			486

REPORT OF THE ACTING LIBRARIAN FOR

JULY AND AUGUST 1944

In the two-month period of July and August 1944 circulation totals showed increases over the corresponding months of 1943. July's increase was 2,727 and August's was 3,002. Analyzed by types of reading, larger increases are to be noted in juvenile reading which shows 2,441 more volumes issued in July and 1,883 in August. Adult use of the library's collection was represented by an increase of 286 volumes borrowed in July and 1,119 in August. Total circulation in the two-month period reached 16,929 in July and 17,169 in August. Registration of borrowers this past month, with 487 in July and 418 in August, was higher than July and August of 1943.

416 volumes at a cost of $1,021.92 were purchased in July and 433 volumes at a cost of $1,001.94 were acquired in August. Binding of 427 volumes in the two-month period totaled $500.95. Postage, pamphlets, etc. brought expenditures from the book fund to a total of $1,131.59 in July and $1,335.10 in August.

Expenditures for supplies, repairs, and equipment total amounted to $25.49 in July and $308.60 in August.

1,051 books were accessioned in the past two months. In the same period, 1,554 volumes were prepared by the Catalog Department. Of this number 1,026 volumes were for adult use and 528 were for juvenile use.

In the past two months new shelving was installed in the Adult Department. The shelving space in the circulation room was thereby increased some 30 to 40%. The added space has already been

absorbed, and although the books in most classifications are not crowded there is very little room for expansion.

On July first Miss Copenhaver joined the Adult Department staff and has taken over as her special duty work with young people of high school age. This assignment includes making the books in the "Young Adult" collection as attractive as possible, becoming familiar with the literature suitable for this age group, and making a point of giving specialized service to young people. In spite of the summer vacation period, Miss Copenhaver's efforts have met with some response since the use of books in the Young Adult collection increased slightly in July and even more in August.

Reference service in the Adult Department has continued to hold up with 731 questions handled in July and [illegible] in August, representing an increase of 777 over July and August of 1943.

Activity in the Boys' and Girls' Department has maintained a good pace in the past two months. Story hours and reading club meetings have been held regularly. The children who have participated in the Reading Club have been working on plays and book reviews.

For the first time in three summers the Bookmobile has been operated without interruption. In previous years repairs made it necessary to suspend county service for a week or two.

Five staff members attended the Institute on Library Extension held the week of August 21-26 at the University of Chicago Graduate Library School. These were Miss Brown, Miss Fredrickson, Miss White, Miss Moore and Miss Lynch.

Respectfully submitted,

Isabel Lynch

September 8, 1944

CIRCULATION - JULY 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2444			2264		
Fiction	4340			4138		
Total		6784			6402	
YA Collection						
Non-fiction	226			243		
Fiction	309			278		
Total		535			521	
Total Adult Dept			7,319			6,923
B & G DEPT.						
Non-fiction	499			573		
Fiction	3620			2222		
Total		4119			2795	
Teacher's Collection						
Non-fiction	—	0		—	0	
Fiction	—			—		
Total		0			0	
Total B & G Dept.			4,119			2,795
TOTAL FOR MAIN LIBRARY			11,438			9,718
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	355			449		
Fiction	1481			1692		
Total		1836			2141	
Juvenile Books						
Non-fiction	345			304		
Fiction	1814			1283		
Total		2159			1587	
Teachers Coll. Adult						
Non-fiction						
Fiction	—			—		
Total	—	0		—	0	
Juvenile						
Non-fiction						
Fiction	—			—		
Total	—	0		—	0	
Total Teachers Collection			—			—
TOTAL FOR EXTENSION DEPT.			3,995			3,728

Circulation - July 1944

	1944			1943		
GARNET BRANCH						
Adult Dept.						
Non-fiction	386			166		
Fiction	401			473		
Total		787			639	
Juvenile Dept.						
Non-fiction	267			86		
Fiction	442			128		
Total		709			214	
Total for Garnet Branch			1,496			853
GRAND TOTAL ALL DEPARTMENTS			16,929			14,299

SUMMARY

Adult						
Non-fiction	3411			3122		
Fiction	6531			6581		
		9942			9703	
Juvenile						
Non-fiction	1111			963		
Fiction	5876			3633		
Total		6987			4596	
Teacher Coll. 1943				0		
Total					0	
GRAND TOTAL			16,929			14,299

DEPOSIT COLLECTIONS

Adult		
Non-fiction	7	
Fiction	40	
		47
Juvenile		
Non-fiction	0	
Fiction	50	
		50

REGISTRATION - JULY 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
New borrowers	246			183		
Re-registered	31			29		
Total		277			212	
Transients		6				
B & G Dept.						
New borrowers	84			59		
Re-registered	3			67	126	
Total		87				
Total Main Library			370			338
EXTENSION DEPT.						
Bookmobile						
New borrowers	94			78		
Re-registered	5			0		
Total			99			78
GARNET BRANCH						
New borrowers	15			4		
Re-registered	3			2		
Total			18			6
GRAND TOTAL						
NEW BORROWERS	439			324		
RE-REGISTERED	42			98		
TOTAL			487			422
Transients		6				

CIRCULATION - AUGUST 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2327			2119		
Fiction	4612			4068		
Total		6939			6187	
YA Collection						
Non-fiction	243			229		
Fiction	379			238		
Total		622			467	
Total Adult Dept			7,561			6,654
B & G DEPT.						
Non-fiction	469			512		
Fiction	3395			2419		
Total		3864			2931	
Teacher's Collection						
Non-fiction	-			-		
Fiction	-			-		
Total		-			-	
Total B & G Dept.			3,864			2,931
TOTAL FOR MAIN LIBRARY			11,425			9,585
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	317			413		
Fiction	1882			1719		
Total		2199			2132	
Juvenile Books						
Non-fiction	365			268		
Fiction	1828			1127		
Total		2193			1395	
Teachers Coll. Adult						
Non-fiction	-			-		
Fiction	-			-		
Total		-			-	
Juvenile						
Non-fiction	-			-		
Fiction	-			-		
Total		-			-	
Total Teachers Collection			-			-
TOTAL FOR EXTENSION DEPT.			4,392			3,527

Circulation - August 1944

	1944			1943		
GARNET BRANCH						
Adult Dept.						
Non-fiction	315			268		
Fiction	532			434		
Total		847			702	
Juvenile Dept.						
Non-fiction	254			212		
Fiction	251			141		
Total		505			353	
Total for Garnet Branch			1,352			1,055
GRAND TOTAL ALL DEPARTMENTS			17,169			14,167

SUMMARY						
Adult						
Non-fiction	3202			3029		
Fiction	7405			6459		
		10,607			9488	
Juvenile						
Non-fiction	1088			992		
Fiction	5474			3687		
Total		6,562			4679	
Teacher Coll. 1943						
Total				-	-	
GRAND TOTAL			17,169			14,167

REGISTRATION - August 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
New borrowers	182			53		
Re-registered	91			174		
Total		273			227	
B & G Dept.						
New borrowers	61			73		
Re-registered	0			5		
Total		61			78	
Total Main Library			334			305
EXTENSION DEPT.						
Bookmobile						
New borrowers	70			41		
Re-registered	7			0		
Total			77			41
GARNET BRANCH						
New borrowers	5			8		
Re-registered	2			7		
Total			7			15
GRAND TOTAL						
NEW BORROWERS	318			175		
RE-REGISTERED	100			186		
TOTAL			418			361

REPORT OF THE ACTING LIBRARIAN FOR

SEPTEMBER 1944

Circulation of books and registration of borrowers this past month again show increases over September 1943 with all departments contributing to the gains. The total number of books issued for home use in September 1944 was 17,120 as compared with 13,714 in the corresponding month of 1943. The 3,406 gain over last year may be broken down by types of reading as follows: adult non-fiction, increase of 305; adult fiction, increase of 546; juvenile non-fiction, increase of 110; juvenile fiction, increase of 2,445. The disproportionate increase of juvenile fiction use as compared with juvenile non-fiction may be partially explained by the fact that many children's books which were once classified as non-fiction, animal stories and fictionized biographies, for example, are now classed as fiction. The registration of 709 borrowers in the past month ~~make~~ marks a gain of 348 over September 1943.

374 adult books and 76 juvenile books were purchased in the past month, making a total of 450 books acquired at a cost of $1,067.14. Postage, periodicals, binding, pamphlets, etc., brought the total expenditure from the book fund to $1,321.99 in September 1944.

Equipment, supplies and repairs in the past month reached a total cost of $308.60. Of this amount $185.94 was allocated for the installation of fluorescent lighting fixtures in the Catalog Department, an expenditure which increased the light availability from inadequate to sufficient for close work.

474 books were accessioned in September. Notable acquisitions included 181 orchestral scores; "The Literature of American History," by Larned; "History of Virginia," by Howison; "Historical Collections of Virginia," by Howe; and "History and Present State of Virginia," by Beverley.

532 volumes were cataloged in the past month. 199 volumes were withdrawn. Of the withdrawals 160 titles were discarded and 39 books were lost in circulation.

The Fall Schedule of the Bookmobile became effective September 5th with a total of 40 stops. The outstanding change of the new schedule is the provision of evening service until 8 p.m. on alternate Thursdays, now given in Nitro.

The change in hours has increased the effectiveness of library service in Nitro considerably. Nitro's use of books increased from 230 in September 1943 to 583 in the past month.

Miss Brown, Head of the Boys' and Girls' Department, has reported that 75 children participating in the Vacation Reading Club read ten or more books during the summer. Included in this number are 14 boys and girls whose use of books was limited to the bi-monthly visits of the bookmobile.

Questions handled by professional assistants in the Adult Department this past month totaled 1,042 ascompared with 542 in September 1943. A book list of suggested reading for voters, compiled by Mrs. Bond of the Adult Department Staff, was printed and distributed widely.

Respectfully submitted,

October 13, 1944

CIRCULATION - SEPTEMBER 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2458			2331		
Fiction	4027			3696		
Total		6485			6027	
YA Collection						
Non-fiction	244			191		
Fiction	306			176		
Total		550			367	
Total Adult Dept			7,035			6,394
B & G DEPT.						
Non-fiction	444			599		
Fiction	3110			2011		
Total		3554			2610	
Teacher's Collection						
Non-fiction				0		
Fiction	602			0		
Total		602			0	
Total B & G Dept.			4,156			2,610
TOTAL FOR MAIN LIBRARY			11,191			9,004
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	402			455		
Fiction	1666			1580		
Total		2068			2035	
Juvenile Books						
Non-fiction	402			292		
Fiction	1723			1207		
Total		2125			1499	
Teachers Coll. Adult						
Non-fiction				0		
Fiction				0		
Total					0	
Juvenile						
Non-fiction	3			0		
Fiction	55			0		
Total		58			0	
Total Teachers Collection			58			0
TOTAL FOR EXTENSION DEPT.			4,251			3,532

Circulation - September 1944

	1944			1943		
GARNET BRANCH						
Adult Dept.						
Non-fiction	542			366		
Fiction	463			464		
Total		1005			830	
Juvenile Dept.						
Non-fiction	405			253		
Fiction	268			95		
Total		673			348	
Total for Garnet Branch			1,678			1,178
GRAND TOTAL ALL DEPARTMENTS			17,120			13,714

SUMMARY

Adult						
Non-fiction	3646			3341		
Fiction	6462			5916		
		10,108			9257	
Juvenile						
Non-fiction	1254			1144		
Fiction	5758			3313		
Total		7,012			4457	
Teacher Coll. 1943						
Total						
GRAND TOTAL			17,120			13,714

REGISTRATION -SEPTEMBER 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
New borrowers	235			53		
Re-registered	137			174		
Total		372			227	
B & G Dept.						
New borrowers	78			73		
Re-registered	0			5		
Total		78			78	
Total Main Library			450			305
EXTENSION DEPT.						
Bookmobile						
New borrowers	203			41		
Re-registered	9			0		
Total			212			41
GARNET BRANCH						
New borrowers	45			8		
Re-registered	2			7		
Total			47			15
GRAND TOTAL						
NEW BORROWERS	561			175		
RE-REGISTERED	148			186		
TOTAL			709			361

REPORT OF THE ACTING LIBRARIAN

OCTOBER 1944

The increase in the number of books issued for home use in this past month over October 1943 was 4,684. October 1944 circulation of 21,542 books is the second largest monthly circulation we have ever had. Total registration of borrowers last month decreased slightly as compared with the corresponding month of last year.

294 adult books and 311 juvenile books were acquired in October at a cost of $839.19. Binding expenses totaled $321.69. Subscriptions, postage, etc., brought expenditures from the book fund to a total of $1,384.59.

$236.55 was expended last month for equipment, supplies and repairs. Of this amount $76.50 was spent for plumbing repairs.

888 books were accessioned in October.

667 volumes were added to the shelves by the Catalog Department in the past month. 262 worn-out volumes were withdrawn.

The Vacation Reading Club of the Boys and Girls Department held its final meeting on October 14th. Reading certificates were awarded to 75 members. Dr. Roy Bird Cook was present as guest speaker, and a play was read by several club members. Both parents and children were present.

Adult Department reference work totaled 1,382 questions, a number which makes an increase of 449 over October 1943. Outstanding exhibits in the main reading room of the past month included a display of children's art, sponsored by the State Education Association Fine Arts Committee, and the drawings given to the library by C. W. Anderson last summer. The first of the series

of book reviews and informal talks held in the Browsing Room during the winter months was given by Miss Nadine Clark, who spoke on "Campaign Issues" on October 13th.

Three fifteen-minute radio programs of a series of four broadcasts were given by members of the Library Staff over StationWGKV on October 14, 21 and 28. The three programs were written and given by staff members. It is difficult to ascertain just how effective this publicity about the Kanawha County Public Library has been. Several listeners, however, have indicated interest.

Other miscellaneous activities of the staff as representatives of the library have included attendance at the meeting of the West Virginia Library Association at Clarksburg, October 6th and 7th, and an address to a group at the YWCA in Clarksburg.

Deposit collections of books which were duplicates of titles in the main library were sent to South Charleston and Country Club Acres last month. 400 books were sent to South Charleston and 76 were sent to Country Club Acres.

The survey and recommendations in regard to South Charleston library service were made by Miss Brown, Miss Fredrickson, Miss Moore and Miss White.

Respectfully submitted,

Isabel Lynch

November 3, 1944

CIRCULATION - OCTOBER 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2708			2513		
Fiction	4045			3917		
Total		6753			6430	
YA Collection						
Non-fiction	226			206		
Fiction	344			201		
Total		570			407	
Total Adult Dept			7,323			6,837
B & G DEPT.						
Non-fiction	691			826		
Fiction	3516			2861		
Total		4207			3687	
Teacher's Collection						
Non-fiction	170			0		
Fiction	1031			0		
Total		1201			0	
Total B & G Dept.			5,408			3,687
TOTAL FOR MAIN LIBRARY			12,731			10,524
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	594			490		
Fiction	2197			1653		
Total		2791			2143	
Juvenile Books						
Non-fiction	756			436		
Fiction	2736			1553		
Total		3492			1989	
Teachers Coll. Adult						
Non-fiction	32			434		
Fiction	40			66		
Total		72			500	
Juvenile						
Non-fiction	43			57		
Fiction	749			253		
Total		792			310	
Total Teachers Collection			864			810
TOTAL FOR EXTENSION DEPT.			7147			4,242

Circulation - October 1944

	1944			1943		
GARNET BRANCH						
Adult Dept.						
Non-fiction	538			449		
Fiction	462			442		
Total		1000			891	
Juvenile Dept.						
Non-fiction	402			349		
Fiction	262			152		
Total		664			501	
Total for Garnet Branch			1,664			1,392
GRAND TOTAL ALL DEPARTMENTS			21,542			16,858

SUMMARY

Adult						
Non-fiction	4098			4092		
Fiction	7088			6279		
		11,186			10,371	
Juvenile						
Non-fiction	2062			1668		
Fiction	8294			4819		
Total		10,356			6,487	
Teacher Coll. 1943						
Total						
GRAND TOTAL			21,542			16,858

REGISTRATION - OCTOBER 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
New borrowers	237			242		
Re-registered	119			50		
Total		356			292	
B & G Dept.						
New borrowers	71			129		
Re-registered	2			4		
Total		73			133	
Total Main Library			429			425
EXTENSION DEPT.						
Bookmobile						
New borrowers	343			389		
Re-registered	14			24		
Total			357			413
GARNET BRANCH						
New borrowers	25			17		
Re-registered	0			7		
Total			25			24
GRAND TOTAL						
NEW BORROWERS	676			777		
RE-REGISTERED	135			85		
TOTAL			811			862

REPORT OF THE ACTING LIBRARIAN

For

NOVEMBER 1944

In November 1944, 23,727 books were issued for home use as compared with 20,690 volumes circulated in November 1943, an increase of 3,037. 636 borrowers' cards were issued to readers in the past month as compared with 800 readers registered in the corresponding month of 1943.

440 books were purchased in the past month at a cost of $760.20. Of this amount $178.42 was spent for 158 juvenile books. Binding of 49 volumes of periodicals totaled $127.10. Postage, pamphlets, subscriptions, etc. brought total expenditures from the book fund to $998.31 for the month of November.

For equipment supplies, printing and repairs, $93.11 was expended in the past month.

468 books were accessioned in November. Notable acquisitions include Tovey's "Essays in Musical Analysis," Alexander's "Colloid Chemistry," and "Organic Syntheses," by Gilman and Blatt.

982 volumes were prepared by the catalog department; of this number, 633 were adult books and 349 were juvenile titles.

781 reference queries and requests for book selection aid and 661 guidance requests were handled in the Adult Department in the past month.

Miss Elsa von Hohenhoff, Head of the Industry and Science Department of the Enoch Pratt Free Library in Baltimore, spent about three days in the library in the past month. Miss Hohenhoff's time was spent in examining the technical books in the library and in consulting with some of the Adult Department staff as to recom-

mended purchases and procedures for maximum use of publications in the fields of science and technology. Miss von Hohenhoff found that from her point of view as a library specialist, the Kanawha County Public Library's collection of books on technology was good and well up to date; the collection of books on pure science, while adequate in regard to books published recently, was lacking in older and standard works.

Outstanding exhibits in the library have included a collection of photographs showing the architectural development of English Cathedrals lent by the Department of Fine Arts of the University of Pittsburgh, and Original Manuscript leaves lent by Mr. Otto F. Ege of Cleveland.

The monthly book talk, held in the Browsing Room on November 10th, was devoted to a discussion of "Forever Young," a biography of John Keats which was reviewed by Mrs. Tom B. Davis.

The lobby on the first floor and the ceiling in the Catalog Room were re-painted in the past month.

Book week in the Boys' and Girls' Department was celebrated by appropriate displays of new books, book illustrations and drawings by children which illustrated children's stories. A puppet show and a play were given in the Boys' and Girls' Department as the final program of book week on Saturday, November 18th. During the week seven groups of children in school classes or scout troops made special visits to the library.

Representing the library and publicizing library facilities as much as possible, Miss Brown, Miss Moore, Miss White and Miss Lynch, of the staff, in the past month appeared on the programs of organizations such as the Parent-Teachers Associations and the Council of Social Agencies.

Respectfully submitted,

December 1, 1944

CIRCULATION - NOVEMBER 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2658			2742		
Fiction	4116			3855		
Total		6774			6597	
YA Collection						
Non-fiction	256			216		
Fiction	328			177		
Total		584			393	
Total Adult Dept			7,358			6,990
B & G DEPT.						
Non-fiction	762			1038		
Fiction	4211			4016		
Total		4973			5054	
Teacher's Collection						
Non-fiction	77			208		
Fiction	1876			175		
Total		1953			383	
Total B & G Dept.			6,926			5,437
TOTAL FOR MAIN LIBRARY			14,284			12,427
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	606			624		
Fiction	2359			2159		
Total		2965			2783	
Juvenile Books						
Non-fiction	812			649		
Fiction	3112			2092		
Total		3924			2741	
Teachers Coll. Adult						
Non-fiction	7			528		
Fiction	26			92		
Total		33			620	
Juvenile						
Non-fiction	277			125		
Fiction	484			539		
Total		761			664	
Total Teachers Collection			794			1,284
TOTAL FOR EXTENSION DEPT.			7,683			6,808

Circulation - November 1944

	1944			1943		
GARNET BRANCH						
Adult Dept.						
Non-fiction	438			452		
Fiction	530			498		
Total		968			950	
Juvenile Dept.						
Non-fiction	326			337		
Fiction	266			168		
Total		586			505	
Total for Garnet Branch			1,554			1,455
~~GRAND~~ TOTAL ALL DEPARTMENTS			23,521			20,690
TOTAL AGENCIES			206			
GRAND TOTAL - - -			23,727			20,690
SUMMARY						
Adult						
Non-fiction	3980			4562		
Fiction	7479			6781		
		11,459			11,343	
Juvenile						
Non-fiction	2259			2357		
Fiction	10,009			6990		
Total		12,268			9,347	
Teacher Coll. 1943				----		
Total					----	
GRAND TOTAL			23,727			20,690

AGENCIES

COUNTRY CLUB ACRES - [illegible]				SOUTH CHARLESTON		
Adult						
Non-fiction	12			3		
Fiction	33			87		
Total		45			90	
Juvenile						
Non-fiction	0			5		
Fiction	14			52		
Total		14			57	
			59			147
Total Agencies		206				

REGISTRATION - NOVEMBER 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
New borrowers	225			223		
Re-registered	112			52		
Total		344			275	
Transients 7						
B & G Dept.						
New borrowers	120			206		
Re-registered	4			7		
Total		124			213	
						488
Total Main Library			468			
EXTENSION DEPT.						
Bookmobile						
New borrowers	128			286		
Re-registered	14			6		
Total			142			292
GARNET BRANCH						
New borrowers	25			18		
Re-registered	1			2		
Total			26			20
GRAND TOTAL						
NEW BORROWERS	505			733		
RE-REGISTERED	131			67		
TOTAL			636			800

REPORT OF THE ACTING LIBRARIAN FOR

DECEMBER 1944

The past month has been an exceedingly difficult one for the continuance of usual services in the Library. Numerous illnesses of staff members, one of which has proved fatal, bad weather, continued vacancies on the staff, and mechanical failures of the Bookmobile as well as the expected interruption in the ordinary schedule due to the Christmas holidays have put an extra strain on an already overburdened staff. In spite of these set backs, the number of books circulated and the reference questions handled in December 1944 show substantial increases over December 1943. 19,928 books were issued for home use last month, an increase of 1,986 over the 17,942 books issued in the corresponding month of 1943. 1,143 inquiries at the information desks represent an increase for the past month of 510 over December 1943. Registration of borrowers decreased last month, 377 readers cards being issued as compared with 451 in the same month of last year.

437 volumes were acquired by purchase in the past month at a cost of $814.01. Of this number 321 were purchased for adult use and a sum of $686.70 was expended. For juvenile use a total of $127.31 was spent for 116 volumes. A bid of $620.80 for the bulk of magazine subscriptions entered for the Library was accepted. Postage, pamphlets, exhibits, etc. brought total expenditures from the book fund to $1,488.11.

For equipment, supplies and repairs a sum of $617.51 was expended in December 1944. Of this amount $318.45 was spent for

additional catalog guide cards and card catalog cabinets, because the catalog in the Adult Department required an approximate 33% increase in space for immediate use.

557 books were accessioned in the past month. Outstanding acquisitions included "Historical Societies of the United States and Canada," by Crittenden and "Dictionary of American Politics," by Smith.

The Catalog Department prepared a total of 759 volumes in December, 596 for Adult use and 163 for children's use. In addition to expanding and inserting about 1500 guide cards in the Card catalog of the Adult Department, the Catalog Department completed the preparation of 181 Miniature Musical Scores. Since Library of Congress cards were not available for the bulk of this material, the highly technical and time-consuming work of cataloging was necessarily accomplished by the Library's Cataloging Staff.

Out of 18 scheduled days of operation, the Bookmobile operated only 12 days in December. A part of the difficulties have been due to the fact that in cold weather the Bookmobile, when it is parked at Laidley field, is not adequately protected. The Extension Department Staff, on the days when they were forced to stay in the Main Library, employed their extra time in planning more effective means of county library service through such agencies as the schools and the Scouts and in preparing publicity for various newspapers throughout the county.

In addition to the customary Christmas exhibits in both the Boys' and Girls' Department and in the Adult Department, the

Main Reading Room had on display in December pages of Medieval Manuscripts lent by Otto F. Ege of Cleveland and reproductions of famous Madonnas, lent by the Metropolitan Museum of Art.

On December 8th, Mrs. Charles Howard gave a talk on and demonstration of floral arrangements for Christmas.

Miss Brown, Miss White and Miss Lynch were called upon to represent the Library in telling stories for children and in discussing library facilities in Charleston at various meetings in December.

Respectfully submitted,

January 5, 1945

CIRCULATION - DECEMBER 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2072			1960		
Fiction	3396			3029		
Total		5468			4989	
YA Collection						
Non-fiction	207			169		
Fiction	316			177		
Total		523			346	
Total Adult Dept			5,991			5,335
B & G DEPT.						
Non-fiction	560			697		
Fiction	2693			2811		
Total		3253			3508	
Teacher's Collection						
Non-fiction	73			244		
Fiction	3827			1521		
Total		3900			1765	
Total B & G Dept.			7,153			5,273
TOTAL FOR MAIN LIBRARY			13,144			10,608
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	386			532		
Fiction	1778			1865		
Total		2164			2397	
Juvenile Books						
Non-fiction	483			499		
Fiction	2153			1847		
Total		2636			2346	
Teachers Coll. Adult						
Non-fiction	15			132		
Fiction	18			15		
Total		33			147	
Juvenile						
Non-fiction	18			123		
Fiction	445			858		
Total		463			981	
Total Teachers Collection			496			1,128
TOTAL FOR EXTENSION DEPT.			5296			5,871

Circulation - December 1944

	1944			1943		
GARNET BRANCH						
Adult Dept.						
Non-fiction	381			444		
Fiction	465			520		
Total		846			964	
Juvenile Dept.						
Non-fiction	286			325		
Fiction	250			174		
Total		536			499	
Total for Garnet Branch			1,382			1,463
Deposit Collection			106			
GRAND TOTAL ALL DEPARTMENTS			19,928			17,942

SUMMARY

Adult						
Non-fiction	3066			3247		
Fiction	6010			5605		
		9076			8852	
Juvenile						
Non-fiction	1420			1879		
Fiction	9432			7211		
Total		10,852			9090	
Teacher Coll. 1943				0		
Total					0	
GRAND TOTAL			19,928			17,942

Deposit Collection (South Charleston)

Adult			
Non-fiction	5		
Fiction	37		
Total		42	
Juvenile			
Non-fiction	~~270~~ 27		
Fiction	37		
Total		64	
Total Deposit Collection			106

REGISTRATION - DECEMBER 1944

	1944			1943		
MAIN LIBRARY						
Adult Dept.						
New borrowers	128			126		
Re-registered	59			63		
Total		192			184	
Transients	5					
B & G Dept.						
New borrowers	52			39		
Re-registered	15			0		
Total		67			39	
Total Main Library			259			223
EXTENSION DEPT.						
Bookmobile						
New borrowers	103			192		
Re-registered	7			12		
Total			110			204
GARNET BRANCH						
New borrowers	7			21		
Re-registered	1			3		
Total			8			24
GRAND TOTAL						
NEW BORROWERS	295			373		
RE-REGISTERED	82			78		
TOTAL			377			451

REPORT OF THE ACTING LIBRARIAN

JANUARY 1945

The total circulation of books in January 1945 was 23,245, an increase of almost 4,000 over January 1944. By departments, increased book circulation is as follows: Boys' and Girls' Department, 1,786; Adult Department, 1,004; Extension Department, 851; Garnet Branch, 303. 471 registrations of borrowers in the past month marked a decrease of 109 as compared with the corresponding month of 1944. 756 research questions and requests for assistance in book selection and 676 quick reference questions were handled in the Adult Department in January, making a total of 1,432 as compared with 1,027 in January 1944. These increases are especially noteworthy since they indicate continued development of Library service in spite of unsatisfactory personnel conditions.

475 volumes were accessioned in the past month. These acquisitions included both books purchased and books given . Among those who gave books are Dr. Roy Bird Cook, Mrs. James A. Loop, The Kanawha Valley Chapter of the Daughters of the American Revolution, and Mrs. Howard Cammack. Noteworthy purchases included recent publications in the monograph series of the American Chemical Society.

Total expenditures from the Book Fund amounted to $1,121.04. Of this amount, $455.98 was used for adult books and $157.02 for juvenile books. Binding costs totaled 278.25, and annual renewal of standing orders for publications of the H. W. Wilson Company totaled $169.08.

For supplies, equipment and maintenance a sum of $201.23 was expended.

418 volumes were prepared for use by the Catalog Department. Of this number 272 were new adult titles, 84 were juvenile titles and 63 volumes were recataloged. Compared with the 1,029 books cataloged in January 1944, the work of the Catalog shows a serious decline. This situation is only slightly due to the fact that fewer worthwhile books are being published. There cannot be much improvement in cataloging until the two vacancies which now exist in the Catalog Department are filled. Books withdrawn, lost and worn-out, totaled 414 for the past three months.

Reproductions of Chinese paintings, lent by the Fine Arts Department of the University of Pittsburgh were on exhibit for most of January in the Adult Department.

Dr. Roy Bird Cook spoke on "Stonewall Jackson" Friday afternoon, January 19th, in the Browsing Room. Attendance at this meeting was greater than average.

The Extension Department lost 3 scheduled days of service, due to mechanical failures of the Bookmobile. Time not spent in operating the Bookmobile was well used in distributing new winter schedules and in preparing publicity designed to increase adult use of books through the Extension Department.

Mrs. Rummel and the Acting Librarian spoke on the Kanawha County Public Library and its services at a meeting of the Community

Service Section of the Charleston Woman's Club on January tenth. The Acting Librarian addressed the Kanawha Parent-Teacher's Association on "Public Library Service for Children" at a meeting held January fifteenth. Miss Brown of the Boys' and Girls' Department spoke to a group of Boy Scouts on January twenty-sixth.

Respectfully submitted,

Isabel Lynch

February 2, 1945

CIRCULATION - JANUARY 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3011			2605		
Fiction	4439			4063		
Total		7450			6668	
YA Collection						
Non-fiction	289			207		
Fiction	382			242		
Total		671			449	
Total Adult Dept.			8,121			7,117
B & G DEPT.						
Non-fiction	~~1517~~ 668			739		
Fiction	~~2648~~ 3497			3070		
Total		4165			3809	
Teacher's Collection						
Non-fiction	71			42		
Fiction	1709			308		
Total		1780			350	
Total B & G Dept.			5,945			4,159
TOTAL FOR MAIN LIBRARY			14,066			11,276
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	576			610		
Fiction	1994			2117		
Total			2570			2,727
Juvenile Books						
Non-fiction	782			609		
Fiction	3000			2199		
Total			3,782			2,808
Teachers Coll. Adult						
Non-fiction	38			90		
Fiction	14			31		
Total		52			111	
Juvenile						
Non-fiction	89			99		
Fiction	729			812		
Total		818			911	
Total Teachers Collection			870			1,022
TOTAL FOR EXTENSION DEPT.			7,222			6,557

Circulation - January 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	13					
Fiction	80					
Total		93				
Juvenile Dept.						
Non-fiction	5					
Fiction	88					
Total		93				
Total for Deposit Collections			186			
GARNET BRANCH						
Adult Dept.						
Non-fiction	432			494		
Fiction	664			507		
Total		1096			1001	
Juvenile Dept.						
Non-fiction	368			324		
Fiction	307			143		
Total		675			467	
Total for Garnet Branch			1,771			1,468
GRAND TOTAL ALL DEPARTMENTS			23,245			19,301

SUMMARY

Adult						
Non-fiction	4359			4006		
Fiction	7573			6950		
Total		11,932			10,956	
Juvenile						
Non-fiction	2832			1813		
Fiction	8481			6532		
Total		11,313			8,345	
GRAND TOTAL			23,245			19,301

REGISTRATION - JANUARY 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	189			216		
Transients	—			—		
Re-registered		95			101	
Total			284			317
B & G Dept.						
New borrowers	68			53		
Re-registered		12			0	
Total			80			53
EXTENSION DEPT.						
Bookmobile						
New borrowers	68			177		
Re-registered		10			8	
Total			78			185
GARNET BRANCH						
New borrowers	23			19		
Re-registered		5			6	
Total			28			25
GRAND TOTAL						
NEW BORROWERS	349			465		
RE-REGISTERED		122			115	
TOTAL			471			580

REPORT OF THE ACTING LIBRARIAN FOR

FEBRUARY 1945

The number of books circulated in February 1945 totaled 23,107, as compared with 21,299 in February 1944. Increases are to be noted for the Adult Department, Garnet Branch and for teachers' collections lent by the Boys' and Girls' Department. Circulation in the Extension Department decreased slightly in the past month, probably due to continued irregularities in the maintenance of the Bookmobile schedule. 507 borrowers' cards were issued in the past month as compared with 599 cards in the corresponding month of 1945.

363 volumes for adult use were acquired by purchase during the month at a cost of $760.61. $251.91 was spent for 136 juvenile books. Binding costs amounted to $40.99. $400.00 was placed on deposit in the Library of Congress for the purchase of catalog cards. Subscriptions, postage, pamphlets, etc. brought expenditures from the book fund to a total of $1,491.80

For equipment, repairs and supplies, the sum of $201.48 was expended.

The total number of books received by purchase and gift which were accessioned was 595 in the past month. Among those who have given books to the Library in February are Mrs. Ben Carruthers, Mrs. Helen Rohrig, Mr. Isaac Osterbloom, and Mrs. Maynard Keller. Noteworthy purchases of books include "American Book Prices Current, 1944," and "Slang and Its Analogues," a definitive work by Farmer and Henley which has been out of print for many years.

The Catalog Department during February lacked two full-time catalogers. The Acting Librarian gave as much time as possible to supervision of cataloging and to actual cataloging of books. This makeshift measure resulted in an improvement in the cataloging situation since a total of 836 volumes were cataloged in February 1945 as compared with 732 volumes in the same month of 1944.

Reference work in the Adult Department this past month as compared with February 1944 shows increases. 1706 reference questions handled last month mark an advance of 480 over last year. Two doublefaced book stacks were erected in the Reference Room in order to shelve the enlarged book stock in the Reference Division. At the same time two sections of shelving were added to the Circulation Division. The Adult Department has used all the floor space available for book shelving; additional shelving which will be needed in the very near future cannot be installed, unless the tables and chairs used by readers are removed. Exhibits in the Adult Department in February included two series of water colors from the "Index ot American Design," lent by the National Gallery of Art in Washington. The first of these illustrated American furniture, glass and textiles; the second depicted materials relating to Cowboys and Indians. The display case of the Browsing Room has been used to show a collection of antique hatpins lent by Mrs. E. Y. McVey.

Activity in the Boys' and Girls' Department in February included work with several Girl Scout Troops. Special visits to the Library were arranged for three troops.

A slightly changed schedule for the Bookmobile became effective on February first. The most noteworthy change in the schedule was the addition of a new stop in Dunbar.

Beginning with the nineteenth of February all departments which handle money for fines and other small charges have kept a more accurate account of cash received than was kept formerly. This new procedure is more business-like, but it has not been in operation long enough to indicate whether the additional record keeping justifies the extra work involved.

As noted elsewhere, increases in work accomplished obtained in both the Adult Department and the Catalog Department, both of which departments are lacking two full-time professional assistants. It cannot be too strongly pointed out, in spite of this favorable report, replacements for the staff are urgently needed. The normal or even more effective operation of these departments has been achieved only at expense of postponed least imperative work and at the expense of excessive overtime work on the part of the Assistant Librarian, Miss White, and of the Acting Librarian.

Respectfully submitted,

Isabel Lynch

CIRCULATION - February 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3011			2727		
Fiction	4157			3948		
Total		7,168			6,675	
YA Collection						
Non-fiction	238			204		
Fiction	355			252		
Total		593			456	
Total Adult Dept.			7,761			7,131
B & G DEPT.						
Non-fiction	775			795		
Fiction	3244			3293		
Total		4,019			4,088	
Teacher's Collection						
Non-fiction	225			74		
Fiction	2015			895		
Total		2,240			969	
Total B & G Dept.			6,259			5,057
TOTAL FOR MAIN LIBRARY			14,020			12,188
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	579			733		
Fiction	1976			2266		
Total			2,555			2,999
Juvenile Books						
Non-fiction	754			666		
Fiction	2834			2339		
Total			3,588			3,005
Teachers Coll. Adult						
Non-fiction	3			203		
Fiction	33			43		
Total		36			246	
Juvenile						
Non-fiction	55			145		
Fiction	1058			1175		
Total		1,113			1,320	
Total Teachers Collection			1,149			1,566
TOTAL FOR EXTENSION DEPT.			7,292			7,570

Circulation - February 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Juvenile Dept.						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total for Deposit Collections			____			____
GARNET BRANCH						
Adult Dept.						
Non-fiction	544			534		
Fiction	525			519		
Total		1,069			1,053	
Juvenile Dept.						
Non-fiction	434			297		
Fiction	292			191		
Total		726			488	
Total for Garnet Branch			1,795			1,541
GRAND TOTAL ALL DEPARTMENTS			23,107			21,299

SUMMARY

Adult						
Non-fiction	4375			4401		
Fiction	7046			7028		
Total		11,421			11,429	
Juvenile						
Non-fiction	2243			1977		
Fiction	9443			7893		
Total		11,686			9,870	
GRAND TOTAL			23,107			21,299

REGISTRATION - February 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	186			199		
Transients	3					
Re-registered		111			100	
Total			300			299
B & G Dept.						
New borrowers	63			80		
Re-registered		15			3	
Total			78			83
EXTENSION DEPT.						
Bookmobile						
New borrowers	91			179		
Re-registered		10			7	
Total			101			186
GARNET BRANCH						
New borrowers	20			25		
Re-registered		8			6	
Total			28			31
GRAND TOTAL						
NEW BORROWERS	363			483		
RE-REGISTERED		144			116	
TOTAL			507			599

REPORT OF THE ACTING LIBRARIAN

For

MARCH 1945

For the first time in over two years the monthly circulation of books decreased. The total number of books issued in March 1945 was 24,273 as compared with 26,553 in March 1944. Unfortunately this decrease of 2,080 does not indicate a lighter work load on the assistants at the circulation desks. The decreases which occurred only in the Extension and Boys' and Girls' Departments represented less activity in the circulation of book collections to teachers for classroom use. This type of book lending requires practically no staff time, and the fact that 2,361 fewer books were issued last month by teachers in behalf of the Library than were issued in March 1944 does not necessarily mean that the Library staff is not sustaining its normal activity. The total number of new borrowers registered in the past month increased in all departments with the exception of the Extension Department.

714 volumes were acquired by purchase in the past month at a cost of $1605.03. Of this number 660 titles were purchased for adult use and a sum of $1,532.35 was expended. 305 adult books and 72 juvenile books were rebound at a cost of $362.57. Subscriptions, pamphlets, exhibits, etc. brought total expenditures from the book fund to $2,039.72.

For equipment, supplies and repairs a sum of $696.93 was spent in March 1945. Of this amount $436.80 was used for the installment of new book shelving in the Reference Division of the Adult Department and card catalogs in the Catalog Room.

A number of noteworthy books were received among the 621 books accessioned in the past month. These include: "Incunabula and Americana," by Stillwell; "Geologic section along the New and Kanawha Rivers," by Campbell; and "A Dictionary of the characters in the Waverly Novels of Sir Walter Scott," by Husband.

The Catalog Department prepared a total of 684 volumes in March 1945 as compared with 907 cataloged in March 1944.

Activity in the Adult Department for the past month continued without any decrease in services in spite of personnel shortages. The total number of reference questions handled at the desk by assistants was 1,779 as compared with 1,267 in the corresponding month of 1944.

Two talks were scheduled in the Browsing Room for March, since the February meeting was cancelled. Dr. Lehner discussed the books of Thomas Mann on March 9th and Mr. Modarelli of the Charleston Symphony Orchestra spoke on the Community's Share in Music on March 15th.

Outstanding exhibits in the Adult Department included etchings and woodcuts from the First Pennell Print Competition, sent by the American Federation of Art, and an exhibition on Neighborhood planning arranged and lent by the Museum of Modern Art.

The Extension Department's bookmobile schedule was disrupted nine days in the past month because of mechanical repairs and because no driver was available. Bookmobile service which has been very unsatisfactory for the past three months has resulted a natural decrease in reader use of books by means of the Bookmobile.

On the afternoon of March 28th, C. W. Anderson, author and illustrator of children's books, visited the Boys' and Girls' Department and, as originally planned for the Children's Book Festival last spring, sketched and talked about horses. Approximately two or three hundred boys and girls came to the Library to see Mr. Anderson. The need for a small auditorium in the Library was amply demonstrated.

Gifts to the Library in the last month include a number of volumes given by Dr. Roy Bird Cook, a large collection of books given by Mr. D. E. Dick, and an Argus Microfilm Reading Machine given by Carbide and Carbon Chemicals Corporation.

Respectfully submitted,

April 6, 1945

CIRCULATION - MARCH 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2952			2969		
Fiction	4213			4205		
Total		7165			7174	
YA Collection						
Non-fiction	290			193		
Fiction	416			245		
Total		706			438	
Total Adult Dept.			7,871			7,612
B & G DEPT.						
Non-fiction	753			776		
Fiction	3695			3751		
Total		4448			4527	
Teacher's Collection						
Non-fiction	49			285		
Fiction	2200			3537		
Total		2249			3822	
Total B & G Dept.			6,697			8,349
TOTAL FOR MAIN LIBRARY			14,568			15,961
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	670			748		
Fiction	2096			2,530		
Total			2,766			3,278
Juvenile Books						
Non-fiction	822			807		
Fiction	3479			2573		
Total			4,301			3,380
Teachers Coll. Adult						
Non-fiction	3			134		
Fiction	15			50		
Total		18			184	
Juvenile						
Non-fiction	71			282		
Fiction	517			1928		
Total		588			2210	
Total Teachers Collection			606			2,394
TOTAL FOR EXTENSION DEPT.			7,673			9,052

Circulation - March 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	___			___		
Fiction	___			___		
Total		___			___	
Juvenile Dept.						
Non-fiction	___			___		
Fiction	___			___		
Total		___			___	
Total for Deposit Collections			___			___
GARNET BRANCH						
Adult Dept.						
Non-fiction	611			521		
Fiction	550			463		
Total		1161			984	
Juvenile Dept.						
Non-fiction	518			355		
Fiction	353			201		
Total		871			556	
Total for Garnet Branch			2,032			1,540
GRAND TOTAL ALL DEPARTMENTS			___			26,553

SUMMARY

Adult						
Non-fiction	4526			4565		
Fiction	7290			7493		
Total		11,816			12,058	
Juvenile						
Non-fiction	2213			2505		
Fiction	10244			11990		
Total		12,457			14,495	
GRAND TOTAL			24,273			26,553

REGISTRATION - MARCH 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	227			208		
Transients	2					
Re-registered		96			109	
Total			325			317
B & G Dept.						
New borrowers	94			81		
Re-registered		15			0	
Total			109			81
EXTENSION DEPT.						
Bookmobile						
New borrowers	66			231		
Re-registered		13			4	
Total			79			235
GARNET BRANCH						
New borrowers	20			17		
Re-registered		0			3	
Total			20			20
GRAND TOTAL						
NEW BORROWERS	413			537		
RE-REGISTERED		124			116	
TOTAL			537			653

REPORT OF THE ACTING LIBRARIAN

FOR APRIL 1945

21, 243 books were issued for home use during April 1945. This total represents an increase of 47 volumes circulated over April 1944. Substantial increases in use of books are to be noted in all divisions of library work with the exception of teachers' collections of books lent from the Boys' and Girls' Department; a decrease of approximately 1400 in this type of circulation offset advances made elsewhere. The number of borrower cards issued in the past month totaled 451, a figure lower by 116 than for the corresponding month of 1944.

2,191 volumes were acquired by purchase during the month at a cost of $7,148.30. As reported at previous meetings of the Board of Directors, a substantial number of books ordered through local dealers had not been delivered. The original orders, therefore, were cancelled and books were reordered from publishers and other more direct sources. Consequently, book purchases for April 1945 represent not only current publications, but also a very considerable portion of the titles ordered in the past twelve months. 205 volumes of books and magazines were rebound at a coat of $452.55. Postage, pamphlets, etc. brought expenditures from the book fund to a total of $7,714.37.

For equipment, supplies and repairs a total of $265.67 was expended in April 1945.

857 books were accessioned in the past month. The number of outstanding titles and valuable acquisitions received in the Library

in April is too length for listing. The majority of noteworthy items, however, have been research materials in the field of United States history and have included, for example, "The Annals of Congress," "The Register of Debates," "The Congressional Globe," ""The Congressional Record," "The New York Times," (1939-to date), and Swem's "Virginia Historical Index."

578 volumes were prepared for the shelves by the Catalog Depart - ment during the past month as compared as the 930 volumes cataloged in April 1944. In view of the fact that the Catalog Department is functioning with only one-third of its normal professional personnel, cataloging accomplishments for the past month are actually greater than average.

Reference work in the Adult Department in April 1945, which is recorded in a total of 1,703 queries handled, continued to account for an important portion of professional service.

Exhibits on display in the reading room of the Adult Department included the annual Morris Harvey Art Guild Show, and a selection of South American Prints secured for loan by the Charleston Chapter of the American Association of University women.

Miss Harriet Markham, executive secretary of the Charleston YWCA spoke in the Browsing Room, Friday April 13th, on "Carrers for Tomorrow." Although an effort had been made to interest high school students in Miss Markham's talk, attendance was very small. This, no doubt, was due to the death of President Roosevelt.

School classes, accompanied by teachers, have visited both the Adult and the Boys' and Girls' Departments during the past month. These

visits, which are scheduled throughout the school year, enable the Library staff to acquaint students with reference facilities in the Library as well as with extra-circular reading resources.

Members of the Huntington Junior League came to the Library for a scheduled tour on Thursday, April 26th. The purpose of their visit was to learn about public library service and to obtain information which might help in developing the Huntington Public Library.

Respectfully submitted,

CIRCULATION - APRIL 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2,995			2,603		
Fiction	3,571			3,777		
Total		6566			6,380	
YA Collection						
Non-fiction	248			177		
Fiction	335			193		
Total		583			370	
Total Adult Dept.			7,149			6,750
B & G DEPT.						
Non-fiction	740			654		
Fiction	3,515			3,464		
Total		4,255			4,118	
Teacher's Collection						
Non-fiction	45			0		
Fiction	288			1,833		
Total		333			1,833	
Total B & G Dept.			4,588			5,951
TOTAL FOR MAIN LIBRARY			1,1737			1,2701
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	532			542		
Fiction	1,575			1,931		
Total			2,107			2,473
Juvenile Books						
Non-fiction	662			686		
Fiction	2,708			2,269		
Total			3,370			2,955
Teachers Coll. Adult						
Non-fiction	40			79		
Fiction	44			60		
Total		84			139	
Juvenile						
Non-fiction	174			195		
Fiction	1,784			1,223		
Total		1,958			1,418	
Total Teachers Collection			2,042			1,557
TOTAL FOR EXTENSION DEPT.			7,519			6,985

Circulation - APRIL 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	___			___		
Fiction	___			___		
Total		___			___	
Juvenile Dept.						
Non-fiction	___			___		
Fiction	___			___		
Total		___			___	
Total for Deposit Collections			___			___
GARNET BRANCH						
Adult Dept.						
Non-fiction	613			467		
Fiction	527			450		
Total		1,140			917	
Juvenile Dept.						
Non-fiction	525			311		
Fiction	322			192		
Total		847			503	
Total for Garnet Branch			1,987			1,420
GRAND TOTAL ALL DEPARTMENTS			21,243			21,196

SUMMARY

Adult						
Non-fiction	4,428			3,868		
Fiction	6,052			6,411		
Total		10,480			10,279	
Juvenile						
Non-fiction	2,146			1,846		
Fiction	8,617			9,071		
Total		10,763			10,917	
GRAND TOTAL			21,243			21,196

REGISTRATION - APRIL 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	187			281		
Transients	3					
Re-registered		87		72	353	
Total			277			353
B & G Dept.						
New borrowers	72			61		
Re-registered		11			0	
Total			83			61
EXTENSION DEPT.						
Bookmobile						
New borrowers	70			129		
Re-registered		12			4	
Total			82			133
GARNET BRANCH						
New borrowers	8			16		
Re-registered		1			4	
Total			9			20
GRAND TOTAL						
NEW BORROWERS	340			487		
RE-REGISTERED		111			80	
TOTAL			451			567

REPORT OF THE ACTING LIBRARIAN

FOR MAY 1945

Circulation for the past month, totaling 20,905 books lent for home use, represents the highest circulation figure for the month of May in the Library's history and an increase of 2,200 over the corresponding month of 1944. That any increase at all in use of books can be recorded for the past month is especially noteworthy since the library staff in this month had a larger number of unfilled positions than ever. Although all Departments contributed to the increases, the Adult Department showed the largest increase (1,433) and yet had the largest member of vacanices (3 professional positions). Miss Bartlett and Miss White, the only two trained librarians available for service to adult readers, are to be commended for the excellent record of the Adult Department. Registration of borrowers, totaling 488 borrowers cards issued in May 1945 marks an increase of 70 over registrations made in May 1944.

769 volumes were purchased during the month at a cost of $1,675.40. 330 volumes were rebound at a cost of $301.28. A sum of $69.04 was expended for subscriptions, postage, pamphlets, etc. bringing total expenditures from the book fund to $2,045.72.

For supplies, repairs and equipment a sum of $182.54 was expended in May.

1854 volumes were accessioned in May 1945. Outstanding titles acquired included a concordance to the works of Browning by Broughton, "Cyclopaeida of Sport" by the Earl of Suffolk. "Proceedings and Debates of the British Parliaments Respecting North America," edited by Stock, and "The Works of Alexander Hamilton," edited by Lodge.

1,733 volumes were cataloged by the Catalog Department. This figure which is substantially higher than the number of volumes cataloged for any other one month in the Library's history is somewhat misleading since several hundred

volumes of those catalogued were parts of sets and consequently prepared for the shelves without much detail work.

In spite of a severe personnel shortage, the Adult Department maintained most of its services to readers. Lack of staff, however, which necessitated reducing reference assistance to readers by about 66% resulted in a decrease in number of reference questions handled in the past month. 1,098 requests for information or help in the use of library facilities were handled in May 1945 as compared with 1,222 similar inquiries answered in May 1944.

An exhibit of colored etchings by Luigi Kasimir was on display in the Adult Department during the past month. This exhibit which was lent by the American Federation of Art, proved to be one of the year's most popular displays.

The series of book reviews held once a month in the Browsing Room during the Winter and Spring was concluded by Mrs. Rose Wilson who reviewed several recent publications dealing with the problem of returning veterans.

The Boys' and Girls' Department arranged special displays of new juvenile titles with orginial illustrations lent by publishers. These exhibits served as a Spring Book Festival for boys and girls. Over one hundred children have joined the annual vacation reading club which this summer, under the Direction of Miss Brown, will attempt to stimulate reading.

Miss Stella Derksen joined the staff of the Extension Department as assistant on May 15th. Provision of two fully qualified librarians toserve the library needs of county and rural readers should greatly strengthen the work of the Extension Department. A new Bookmobile schedule for the summer months became effective May 24. The new schedule, which provides for 40 stops in each two week period, inaugurates night service for St. Albans, and includes visits to Rock Lake Village, and several other places that could not be served during the past winter.

Miss White, the assistant librarian, upon the invitation of Mrs. Davis of the Diamond Bookshop reviewed several books at the monthly book review held at the Diamond Saturday, May 19th. The Acting Librarian addressed an educational organization at its annual meeting in May.

Respectfully submitted,

CIRCULATION - May 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2614			2170		
Fiction	4071			3309		
Total		6685			5479	
YA Collection						
Non-fiction	225			147		
Fiction	319			170		
Total		544			317	
Total Adult Dept.			7229			5796
B & G DEPT.						
Non-fiction	816			568		
Fiction	3551			3205		
Total		4367			3773	
Teacher's Collection						
Non-fiction	181			0		
Fiction	1853			2514		
Total		2034			2514	
Total B & G Dept.			6401			6287
TOTAL FOR MAIN LIBRARY			13630			12083
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	444			367		
Fiction	1595			1506		
Total			2039			1873
Juvenile Books						
Non-fiction	535			512		
Fiction	2082			2127		
Total			2617			2639
Teachers Coll. Adult						
Non-fiction	7			37		
Fiction	4			22		
Total		11			59	
Juvenile						
Non-fiction	151			39		
Fiction	621			529		
Total		772			568	
Total Teachers Collection			783			627
TOTAL FOR EXTENSION DEPT.			5439			5139

Circulation - May 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Juvenile Dept.						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total for Deposit Collections			____			____
GARNET BRANCH						
Adult Dept.						
Non-fiction	555			443		
Fiction	546			456		
Total		1,101			889	
Juvenile Dept.						
Non-fiction	423			322		
Fiction	312			262		
Total		735			584	
Total for Garnet Branch			1,836			1,483
GRAND TOTAL ALL DEPARTMENTS			20,905			18,705

SUMMARY

Adult						
Non-fiction	3,845			3,164		
Fiction	6,535			5,463		
Total		10,380			8,627	
Juvenile						
Non-fiction	2,106			1,441		
Fiction	8,419			8,637		
Total		10,525			10,078	
GRAND TOTAL			20,905			18,705

REGISTRATION - May 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	185			147		
Transients	5					
Re-registered		76			59	
Total			266			206
B & G Dept.						
New borrowers	92			80		
Re-registered		15			4	
Total			107			84
EXTENSION DEPT.						
Bookmobile						
New borrowers	85			111		
Re-registered		16			3	
Total			101			114
GARNET BRANCH						
New borrowers	14			12		
Re-registered		0			2	
Total			14			14
GRAND TOTAL						
NEW BORROWERS	381			350		
RE-REGISTERED		107			68	
TOTAL			488			418

REPORT OF THE ACTING LIBRARIAN FOR

JUNE AND JULY 1945

In the two-month period of June and July 1945 circulation totals showed appreciable increases over the corresponding months of 1944. June's increase was 1,718 and July's was 2,514. In breaking down these figures the largest single increase is to be noted in the Extension Department in July, when 1,337 more volumes were issued than in the same month of the previous year. Of these 1,068 volumes were juvenile. The juvenile reading for the Main Library showed a total increased circulation of 337 adult volumes in June and 544 adult volumes in July. The overall circulation in the two month period reached 19,485 in June and 19,443 in July. Registration of borrowers during the past two months, with 692 in June and 510 in July, was higher than in June and July, 1944.

537 volumes, at a cost of $973.53, were purchased in June and 380 volumes, at a cost of $738.47, were purchased in July. Postage, periodicals, etc., brought expenditures from the book fund to a total of $1,000.73 in June and $852.97 in July.

Expenditures for supplies, repairs, and equipment totaled $191.35 in June and $749.03 in July. The July figure covered two much needed typewriters to be used in the catalog department and at the secretary's desk.

1,533 books were accessioned in the past two months. In the same period 1,411 volumes were prepared by the Catalog Department. Of this number 905 volumes were for adult use and 506 were for juverile use. In addition, 206 added copies were prepared. 635 volumes were withdrawn. The majority of these were either worn out or obselete; some were lost in circulation.

Miss Jane McDaniel took over her duties as Head of the Catalog Department on June 1st. Following the resignation of Miss Fredrikson on February 1, 1945, the Catalog Department staff was reduced to one professional member (Miss Quarrier) and one and one-half clerical assistants. In addition to her other duties Miss Lynch took over the Catalog Department and directed the work until Miss McDaniel's arrival June 1st.

Miss Angela Chase joined the staff of the Adult Department on June 1st. Miss Chase has been working with the 'teen age group in the Young Adult collection of the department and her activities have resulted in a total increase in circulation for the group for the past two months of 515. Miss Miriam Sanborn joined the Adult Department staff on July 1st.

1,253 questions were handled at the Information Desk in June 1945 as compared with 1,026 in June 1944. 1,067 questions were handled in July as compared with 731 in the previous July. Due to staff shortages and vacations, the Reference Desk was not serviced during the past two months, all questions being handled by the Information Desk.

A collection of books was prepared in the Adult Department in July at the request of the Girl Scouts and was sent to their camp, Anne Bailey, near Lewisburg, for the use of the counselors and campers during the summer months.

Inventory of the Library's book collection was begun July 1, 1945. The last inventory was taken in 1941 and there was urgent need for a rechecking of the Library's resources. Inventory of the bound periodicals and the Young Adult collections has been completed and work is now being done in the Adult Circulating and Reference collections in the Main Library.

A very interesting exhibit, "I Remember That," secured from the National Gallery of Art in Washington, was on display in the Adult Department during July and attracted much attention. "What Is Modern Painting?", on loan from the Museum of Modern Art, was popular in June.

The Boys' and Girls' Department has carried on its regular summer activities during the past two months, with story hours held once a week. The Vacation Reading Club now has 86 members enrolled in the Main Library and 72 on the Bookmobile.

The summer schedule for the Bookmobile went into effect the end of May. Several school stops were omitted for the summer months, with other stops substituted.

Miss Leonore White, Assistant Librarian, gave a book talk at the annual meeting of the Business and Professional Women in June.

Respectfully submitted,

E. Leonore White

E. Leonore White
Assistant Librarian
for

Isobel Lynch
Acting Librarian

CIRCULATION - July 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2531			2444		
Fiction	4585			4340		
Total		7116			6784	
YA Collection						
Non-fiction	329			226		
Fiction	418			309		
Total		747			535	
Total Adult Dept.			7863			7319
B & G DEPT.						
Non-fiction	587			499		
Fiction	4069			3620		
Total		4656			4119	
Teacher's Collection						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total B & G Dept.			4656			4119
TOTAL FOR MAIN LIBRARY			12,519			11,438
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	415			355		
Fiction	1837			1481		
Total			2252			1836
Juvenile Books						
Non-fiction	453			345		
Fiction	2627			1814		
Total			3080			2159
Teachers Coll. Adult						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Juvenile						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total Teachers Collection			____			____
TOTAL FOR EXTENSION DEPT.			5332			3995

Circulation - July 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction				7		
Fiction				40		
Total					47	
Juvenile Dept.						
Non-fiction				0		
Fiction				50		
Total					50	
Total for Deposit Collections						97
GARNET BRANCH						
Adult Dept.						
Non-fiction	443			386		
Fiction	585			401		
Total		1028			787	
Juvenile Dept.						
Non-fiction	316			267		
Fiction	248			442		
Total		564			709	
Total for Garnet Branch			1592			1496
GRAND TOTAL ALL DEPARTMENTS			19443			16929

SUMMARY

Adult						
Non-fiction	3718			3411		
Fiction	7425			6531		
Total		11,143			9942	
Juvenile						
Non-fiction	1356			1111		
Fiction	6944			5876		
Total		8300			6987	
GRAND TOTAL			19,443			16,929

REGISTRATION - July 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	192			246		
Transients	7			6		
Re-registered		97			31	
Total			296			283
B & G Dept.						
New borrowers	78			84		
Re-registered		10			3	
Total			88			87
EXTENSION DEPT.						
Bookmobile						
New borrowers	110			94		
Re-registered		8			5	
Total			118			99
GARNET BRANCH						
New borrowers	6			15		
Re-registered		2			3	
Total			8			18
GRAND TOTAL						
NEW BORROWERS	393			445		
RE-REGISTERED		117			42	
TOTAL			510			487

CIRCULATION - June 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2509			2629		
Fiction	4414			4238		
Total		6923			6867	
YA Collection						
Non-fiction	304			191		
Fiction	421			266		
Total		725			457	
Total Adult Dept.			7648			7324
B & G DEPT.						
Non-fiction	693			571		
Fiction	4421			3952		
Total		5114			4523	
Teacher's Collection						
Non-fiction						
Fiction	208					
Total		208				
Total B & G Dept.			5322			4523
TOTAL FOR MAIN LIBRARY			12970			11847
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	403			346		
Fiction	1522			1810		
Total			1925			2156
Juvenile Books						
Non-fiction	411			395		
Fiction	2128			1986		
Total			2539			2381
Teachers Coll. Adult						
Non-fiction						
Fiction						
Total						
Juvenile						
Non-fiction						
Fiction	228					
Total		228				
Total Teachers Collection			228			
TOTAL FOR EXTENSION DEPT.			4692			4537

Circulation - June 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	6			—		
Fiction	78			—		
Total		84			—	
Juvenile Dept.						
Non-fiction	2			—		
Fiction	18			—		
Total		20			—	
Total for Deposit Collections			104			—
GARNET BRANCH						
Adult Dept.						
Non-fiction	462			364		
Fiction	552			499		
Total		1014			823	
Juvenile Dept.						
Non-fiction	393			276		
Fiction	312			244		
Total		705			520	
Total for Garnet Branch			1719			1384
GRAND TOTAL ALL DEPARTMENTS			19485			17767

SUMMARY

Adult						
Non-fiction	3684			3530		
Fiction	6987			6813		
Total		10671			10343	
Juvenile						
Non-fiction	1499			1242		
Fiction	7315			6182		
Total		8814			7424	
GRAND TOTAL			19485			17767

REGISTRATION - June 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	228			249		
Transients	12					
Re-registered		98			82	
Total			338			331
B & G Dept.						
New borrowers	93			96		
Re-registered		25			6	
Total			118			102
EXTENSION DEPT.						
Bookmobile						
New borrowers	213			165		
Re-registered		15			8	
Total			228			173
GARNET BRANCH						
New borrowers	8			10		
Re-registered						
Total			8			10
GRAND TOTAL						
NEW BORROWERS	554			520		
RE-REGISTERED		138			96	
TOTAL			692			616

REPORT OF THE [illegible] LIBRARIAN

[illegible]

AUGUST 1945

The total number of books lent for home use in August 1945 was 17,774 as compared with 17,169 in August 1944. The slightness of the increase in circulation was probably due to the fact that the Library was closed for two days after the notice of the Japanese surrender. On the other hand, registration of borrowers which totaled 356 in the past month showed an increase of 140 over the corresponding month of 1944.

426 volumes were acquired by purchase for adult use in the past month at a cost of $1,347.02. 113 books were purchased for the Boys' and Girls' Department at a cost of $[illegible]. Posters, periodicals, pamphlets, etc. brought expenditures from the book fund to a total of $1,533.36 for the month of August.

For equipment, supplies and repairs, a sum of $~~[illegible]~~ 290.72 was expended in August. The Library's telephone service, in accordance with the budgetary provisions for 1945-1946 was extended by the installation of intercommunicating telephones and two trunk lines during the month.

724 volumes were accessioned in the past month. Noteworthy acquisitions included 35 volumes of the "Engineering News-Record", Pogendorf's "Biographisch-literarisches Handworterbuch und "Glenmorhasett Papers," by Safford.

Miss Alice Wilson, a graduate of the University of Minnesota, joined the staff on August first. Miss Wilson has been assigned to both cataloging and reference work with adults.

Inventory of the book stock in the past month has progressed steadily. With the exception of the history and biography classes, all of the adult circulating books have been checked preliminary to final searches and counting.

Reference work in the Adult Department continued to show increases in requests for professional service with 890 inquiries handled in August 1945 as compared with 713 in August 1944. Outstanding exhibits for the month included "A Century of Photography," a display lent by the Museum of Modern Art, and a special collection of pamphlet and book materials useful for discharged servicemen and servicewomen.

In the Catalog Department 1,060 volumes were prepared for the shelves in the past month. Of this number, 762 were new adult books and 116 were new juvenile books and 182 volumes were re-cataloged.

The Kanawha County Public Library was one of one hundred libraries and library schools invited to participate in the University of Chicago Graduate Library School Institute on "Personnel Administration in Libraries" held August 29th to September 1st. Miss Leonore White, Assistant Librarian, represented the Library by attending the series of meetings.

Respectfully submitted,

Isabel Lynch

CIRCULATION - August 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2413			2327		
Fiction	4605			4612		
Total		7018			6939	
YA Collection						
Non-fiction	302			243		
Fiction	395			379		
Total		697			622	
Total Adult Dept.			7715			7561
B & G DEPT.						
Non-fiction	525			469		
Fiction	3327			3395		
Total		3852			3864	
Teacher's Collection						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total B & G Dept.			3852			3864
TOTAL FOR MAIN LIBRARY			11,567			11,425
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	437			317		
Fiction	1611			1882		
Total			2048			2199
Juvenile Books						
Non-fiction	424			365		
Fiction	2207			1828		
Total			2631			2193
Teachers Coll. Adult						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Juvenile						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total Teachers Collection			____			____
TOTAL FOR EXTENSION DEPT.			4679			4392

Circulation - August 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	1			—		
Fiction	5			—		
Total		6			—	
Juvenile Dept.						
Non-fiction	0			—		
Fiction	25			—		
Total		25			—	
Total for Deposit Collections			31			—
GARNET BRANCH						
Adult Dept.						
Non-fiction	432			315		
Fiction	487			532		
Total		919			847	
Juvenile Dept.						
Non-fiction	303			254		
Fiction	275			251		
Total		578			505	
Total for Garnet Branch			1497			1352
GRAND TOTAL ALL DEPARTMENTS			17,774			17,169

SUMMARY

Adult						
Non-fiction	3585			3202		
Fiction	7103			7405		
Total		10,688			10,607	
Juvenile						
Non-fiction	1252			1088		
Fiction	5834			5474		
Total		7086			6562	
GRAND TOTAL			17774			17169

REGISTRATION - August 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	183			182		
Transients	5					
Re-registered		98			91	
Total			286			272
B & G Dept.						
New borrowers	142			61		
Re-registered		2			0	
Total			144			61
EXTENSION DEPT.						
Bookmobile						
New borrowers	106			70		
Re-registered		17			7	
Total			123			77
GARNET BRANCH						
New borrowers	4			5		
Re-registered		1			2	
Total			5			7
GRAND TOTAL						
NEW BORROWERS	440			318		
RE-REGISTERED		118			100	
TOTAL			558			418

[illegible]

[illegible]

[illegible] 1945

The number of books issued for home use in September 1945 totaled 18,762 volumes, an increase of 1,642 over September 1944. The gain in circulation was distributed throughout all Departments and throughout all types of reading with the exception of adult fiction. The decrease in adult fiction among Bookmobile readers and Garnet Branch readers as well as Main Library readers, however, was offset by greater use of adult non-fiction. Registration of borrowers totaled 627 as compared with 709 of the corresponding 1944 month.

301 adult books and 148 juvenile books were purchased in the past month, making a total of 459 volumes acquired at a cost of $851.52. 686 books were rebound at a cost of $604.57. Postage, periodicals, pamphlets, etc. brought the total expenditures from the book fund to $1,504.73 for September 1945.

For equipment, supplies, and repairs in the past month, a sum of $196.74 was expended.

705 volumes were accessioned in the past month. Notable titles among the books acquired are the Columbia Encyclopedia, the Geoffrey Keynes edition of The Writings of William Blake, the Works of John Donne edited by Montague Summers, and a nineteenth century novel entitled New Hope; or, the Rescue, A Tale of the Great Kanawha.

A total of 898 volumes were prepared for the shelves by the Catalog Department in September 1945, an increase of books cataloged of 366 over September 1944. Included in the number of titles handled by the catalogers were 12[illegible] volumes given to the Library. Principal donors were Miss Virginia Cook, Dr. [illegible] Bird Rock, and the Historical Society of Western Pennsylvania.

A new Bookmobile schedule for the fall and winter months became effective this past month. The principal change in Bookmobile service provides night library service at St. Albans as well as at Nitro. Provision of books in areas not served by the Bookmobile or the Main Library by means of deposit collections continues with moderate success. Two new collections were sent to Sattes and Blue Creek.

Special activities in the Boys' and Girls' Department has included work with the elementary schools. Mercer and Fruth schools have been visited by Miss Brown, the Children's Librarian, and various classes of school children have been given library instruction in the Boys' and Girls' Department.

27 boys and girls including 7 Bookmobile readers have completed the summer reading course.

Questions handled by professional assistants in the Adult Department totaled 1,227 for September 1945 as compared with 1,042 for the same month of 1944.

Drawings by Matisse, Seurat, Van Gogh, and Renoir, lent by the Museum of Modern Art were exhibited in the Reading Room during September.

The inventory of adult books has been completed with the exception of a final check for missing books. Work remaining includes, in addition to an inventory of children's books, withdrawal of records of books missing in both the 1941 and 1945 inventories and a count of the book stock by class.

Flourescent lighting fixtures, as provided in the current budget, were installed on the ground and first floors in the past month.

Respectfully submitted,

Dorothy Lepnek

Chief Librarian

CIRCULATION - September 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2651			[illegible]		
Fiction	3891			[illegible]		
Total		6542			6463	
YA Collection						
Non-fiction	268			244		
Fiction	296			[illegible]		
Total		564			570	
Total Adult Dept.			7106			[illegible]
B & G DEPT.						
Non-fiction	714			444		
Fiction	3618			[illegible]		
Total		[illegible]			[illegible]	
Teacher's Collection						
Non-fiction	22					
Fiction	648			602		
Total		670			602	
Total B & G Dept.			5002			4156
TOTAL FOR MAIN LIBRARY			12,108			11,191
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	409			402		
Fiction	1392			[illegible]		
Total			1801			[illegible]
Juvenile Books						
Non-fiction	451			402		
Fiction	2087			[illegible]		
Total			[illegible]			[illegible]
Teachers Coll. Adult						
Non-fiction	13					
Fiction	0					
Total		13				
Juvenile						
Non-fiction	0			[illegible]		
Fiction	206			[illegible]		
Total		206			[illegible]	
Total Teachers Collection			[illegible]			[illegible]
TOTAL FOR EXTENSION DEPT.			[illegible]			[illegible]

Circulation - September 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	[illegible]			----		
Fiction	[illegible]			----		
Total		63			----	
Juvenile Dept.						
Non-fiction	[illegible]			----		
Fiction	[illegible]			----		
Total		339			----	
Total for Deposit Collections			[illegible]			----
GARNET BRANCH						
Adult Dept.						
Non-fiction	[illegible]			[illegible]		
Fiction	[illegible]			[illegible]		
Total		[illegible]			[illegible]	
Juvenile Dept.						
Non-fiction	[illegible]			[illegible]		
Fiction	[illegible]			[illegible]		
Total		[illegible]			[illegible]	
Total for Garnet Branch			[illegible]			[illegible]
GRAND TOTAL ALL DEPARTMENTS			[illegible]			[illegible]
SUMMARY						
Adult						
Non-fiction	[illegible]			[illegible]		
Fiction	[illegible]			[illegible]		
Total		[illegible]			[illegible]	
Juvenile						
Non-fiction	[illegible]			[illegible]		
Fiction	[illegible]			[illegible]		
Total		[illegible]			7012	
GRAND TOTAL			[illegible]			[illegible]

REGISTRATION - September 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	229			235		
Transients	6					
Re-registered		98			137	
Total			333			372
B & G Dept.						
New borrowers	89			78		
Re-registered		11			0	
Total			100			78
EXTENSION DEPT.						
Bookmobile						
New borrowers	164			203		
Re-registered		8			9	
Total			172			212
GARNET BRANCH						
New borrowers	21			45		
Re-registered		1			2	
Total			22			47
GRAND TOTAL						
NEW BORROWERS	509			561		
RE-REGISTERED		118			148	
TOTAL			627			709

REPORT OF THE ACTING LIBRARIAN

FOR

October 1945

The number of books lent for home use during the month of October 1945 totaled 27,843. This figure which represents the highest monthly circulation figure on record for the Library shows an increase of 6,301 over October 1944. Gratifying as the circulation totals maybe the distribution of the increases indicates a growing problem in library service. The circulation of children's books, for example, for the past month is 3,800 higher than the circulation of adult books. It is clear, therefore, that although greater use is being made of both adult and juvenile books, the increase in juvenile books is disturbingly disproportionate. Library service for children has been made more and more complete or efficient by means of Bookmobile service to schools outisde of Charleston and by means of classroom collections of books lent to teachers. So far no parallel method of distributing books to adults has been developed for Kanawha County. Registration of borrowers during October 1945 totaled 1,047 as compared with 811 for the corresponding month of 1944.

374 adult volumes at a cost of $672.22 and 240 juvenile volumes at a cost of $372.55 were acquired by purchase in the past month. Postage, pamphlets, subscriptions, etc. brought expenditures from the book fund to a total of $1,387.68.

$136.33 was expended in October for equipment, supplies and repairs. Of this amount $29.85 was used for the printing of bookplates to be used in book purchased for the Adelaide Collins Memorial Collection and to be used in books donated to the Library.

880 books were accessioned in the past month. Among the volumes donated to the Library last month were a group of new books given by Radio Station WCHS to be used in connection with the radio program "Tales from Near and Far."

1,211 adult volumes and 254 juvenile volumes were prepared for the shelves by the Catalog Department in the past month. In the same period records of 235 volumes worn out in use or lost in circulation were cancelled from the book stock records. The net gain in books added of 802 volumes in the past month compares favorably with the net gain of 405 volumes in October 1944.

Reference service in the Adult Department with 589 research questions and 892 quick reference questions handled making a total of 1,481 requests during October showed an increase over the same month of last year. Among the displays featured in the Adult Department was an exhibit of prints entitled "Five Centuries of Men and Manners" lent by the Fine Arts Department of the University of Pittsburgh.

Both the Adult and Boys' and Girls' Departments arranged scheduled school class visits to the Library for instruction and guidance in library use.

The Acting Librarian attended a meeting of the Special Libraries Association in Cincinnati on October second. The meeting provided an opportunity for a tour of the Cincinnati Public Library and several special libraries serving local business organizations.

Respectfully submitted,

Isabel Segrich

CIRCULATION - OCTOBER 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3137			2708		
Fiction	4397			4045		
Total		7534			6753	
YA Collection						
Non-fiction	286			226		
Fiction	417			344		
Total		703			570	
Total Adult Dept.			8237			7323
B & G DEPT.						
Non-fiction	960			691		
Fiction	4809			3516		
Total		5769			4207	
Teacher's Collection						
Non-fiction	96			170		
Fiction	3456			1031		
Total		3552			1201	
Total B & G Dept.			9321			5408
TOTAL FOR MAIN LIBRARY			17558			12731
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	691			594		
Fiction	1974			2197		
Total			2665			2791
Juvenile Books						
Non-fiction	872			756		
Fiction	3249			2736		
Total			4121			3492
Teachers Coll. Adult						
Non-fiction	50			32		
Fiction	13			40		
Total		63			72	
Juvenile						
Non-fiction	1376			43		
Fiction	135			749		
Total		1511			792	
Total Teachers Collection			1574			864
TOTAL FOR EXTENSION DEPT.			8360			7147

Circulation - October 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Juvenile Dept.						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total for Deposit Collections			____			____
GARNET BRANCH						
Adult Dept.						
Non-fiction	543			538		
Fiction	554			462		
Total		1097			1000	
Juvenile Dept.						
Non-fiction	510			402		
Fiction	318			262		
Total		828			664	
Total for Garnet Branch			1925			1664
GRAND TOTAL ALL DEPARTMENTS			27843			21542

SUMMARY

Adult						
Non-fiction	4707			4098		
Fiction	7355			7088		
Total		12062			11186	
Juvenile						
Non-fiction	3814			2062		
Fiction	11967			8294		
Total		15781			10356	
GRAND TOTAL			27843			21542

REGISTRATION - October 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	267			237		
Transients	4					
Re-registered		131			119	
Total			402			356
B & G Dept.						
New borrowers	108			71		
Re-registered		12			2	
Total			120			73
EXTENSION DEPT.						
Bookmobile						
New borrowers	468			343		
Re-registered		23			14	
Total			491			357
GARNET BRANCH						
New borrowers	34			25		
Re-registered		0			0	
Total			34			25
GRAND TOTAL						
NEW BORROWERS	881			676		
RE-REGISTERED		166			135	
TOTAL			1047			811

REPORT OF THE ACTING LIBRARIAN

FOR

NOVEMBER 1945

The circulation of books for home use during November 1945 totaled 26,714, as compared with 23,727 volumes circulated in the same month of 1944. The use of books in the past month shows a decrease of 1,129 as compared with the preceding month of October, but such a decrease is normal in view of the fact that the Library was open only 24 days in November as compared with 27 days in October. Registration of new borrowers and re-registration of old borrowers which totaled 691 increased slightly in the past month as compared with the 636 borrowers cards issued in November 1944.

786 volumes were purchased in the past month at a cost of $2,357.68. Of this amount $350.09 was used for 233 juvenile books. An additional $189.28 was expended for rebinding 191 volumes. Magazine renewals totaled $645.46. Postage, pamphlets, etc. brought expenditures from the book fund to a total of $3,229.34 for November.

$1,566.04 was expended for equipment, supplies, and repairs in November. The principle items in this amount include $769.80 for the installation of new lighting fixtures, $390.40 for magazine room shelving and $234.91 for additional card catalogs and steel files.

Outstanding acquistions among the 832 volumes accessioned in the past month include, "Sacred Books of the East" edited by F. Max Müller, "Dictionary of Characters and Scenes in the Stories and Poems of Rudyard Kipling", "Niles Weekly Register, volume 1-50," "Southern Historical Society Papers," "Royal Geographical Society Journal, 1879-1924" and Bancrofts' "History of the United States."

In the Catalog Department during the past month, 1,000 volumes new to the Library were cataloged. An additional 267 volumes were recataloged. Records for 201 worn out adult books and 222 lost adult books were withdrawn from the ~~active~~

catalogs.

Activities in the Boys' and Girls' Department during November centered around National Book Week. In the week of November 13-17, exhibits of new books, original illustrations from new books and special programs were scheduled in the Boys' and Girls' Department. In addition to conducting story hours for a monthly total of 87 children, Miss Brown, Head of the Department, visited Owens School and spoke at a parent-teachers' meeting in Zogg O'Dell School.

With the exception of three stops cancelled because of engine trouble and bad roads, the Bookmobile operated on schedule during November. Miss Moore, Head of the Extension Department, arranged an exhibit of books for the Harvest Luncheon Meeting of the Farm Women's Clubs on November seventh. In this project, Miss Moore was assisted by Miss Brown of the Boys' and Girls' Department.

Research questions handled in the Adult Department in the past month show a slight increase over November 1944. Request for assistance on book selection and "quick reference" help, however, decreased so that the total November 1945 questions received of 1229 marks a decrease of 345 compared with the corresponding month of last year.

Two Browsing Room talks were scheduled for November. The first at which Mr. Sidney Spayde of the Kanawha Players spoke on "The Development of the Community Theatre" was attended by an average number of people. The second talk, a symposium on books suitable for Christmas gifts was less well attended although the speakers, Mrs. Tom Davis and three staff members, summarized new books very well.

Noteworthy displays shown in the Library in the past month included reproductions of modern artists lent by the Museum of Modern Art and original drawings by Russian book illustrators made available by the National Council of American-Soviet Friendship.

Mrs. Miller, Head of the Adult Department, and Miss Moore, Head of the Extension Department, attended a Special Libraries Meeting in Cincinnati on November 13th.

Miss White, Assistant Librarian, attended and spoke at a luncheon meeting of the Charleston Life Underwriters Association at which insurance books and public library services were discussed. Miss White has reported that the Charleston Association voted to establish a fund for the purchase of insurance books to be given to the Library.

A meeting of the West Virginia Library Association was held in Charleston, November 9th and 10th. The Kanawha County Public Library staff and Board members served as hosts to the visiting librarians.

Among those who donated books to the Library in the past month, were Dr. Roy Bird Cook, Mr. E. A. Hanley, and the West Virginia Coal Association.

Respectfully submitted,

Isabel Lynch
Acting Librarian

CIRCULATION - November 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2968			2658		
Fiction	3956			4116		
Total		6924			6774	
YA Collection						
Non-fiction	279			256		
Fiction	371			328		
Total		650			584	
Total Adult Dept.			7574			7358
B & G DEPT.						
Non-fiction	798			762		
Fiction	4112			4211		
Total		4910			4973	
Teacher's Collection						
Non-fiction	289			77		
Fiction	4120			1876		
Total		4409			1953	
Total B & G Dept.			9319			6926
TOTAL FOR MAIN LIBRARY			16893			14284
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	653			606		
Fiction	2000			2359		
Total			2653			2965
Juvenile Books						
Non-fiction	838			112		
Fiction	3198			3112		
Total			4036			3224
Teachers Coll. Adult						
Non-fiction	57			7		
Fiction	7			26		
Total		64			33	
Juvenile						
Non-fiction	91			277		
Fiction	911			484		
Total		1002			761	
Total Teachers Collection			1066			794
TOTAL FOR EXTENSION DEPT.			7755			7083

Circulation - November 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	0			15		
Fiction	3			120		
Total		3			135	
Juvenile Dept.						
Non-fiction	5			5		
Fiction	222			66		
Total		227			71	
Total for Deposit Collections			230			206
GARNET BRANCH						
Adult Dept.						
Non-fiction	447			438		
Fiction	521			530		
Total		968			968	
Juvenile Dept.						
Non-fiction	527			326		
Fiction	341			260		
Total		868			586	
Total for Garnet Branch			1836			1554
GRAND TOTAL ALL DEPARTMENTS			26714			23727

SUMMARY

Adult						
Non-fiction	4404			3980		
Fiction	6858			7479		
Total		11262			11459	
Juvenile						
Non-fiction	2548			2259		
Fiction	12904			10009		
Total		15452			12268	
GRAND TOTAL			26714			23727

REGISTRATION - November 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	177			225		
Transients	3			7		
Re-registered		105			112	
Total			285			344
B & G Dept.						
New borrowers	125			120		
Re-registered		11			4	
Total			136			124
EXTENSION DEPT.						
Bookmobile						
New borrowers	239			128		
Re-registered		16			14	
Total			255			142
GARNET BRANCH						
New borrowers	13			25		
Re-registered		2			1	
Total			15			26
GRAND TOTAL						
NEW BORROWERS	557			505		
RE-REGISTERED		134			131	
TOTAL			691			636

REPORT OF THE LIBRARIAN

FOR

DECEMBER 1945

During December 399 volumes were added to the collection at a cost of $1375.77. Postage, periodicals, subscriptions, and exhibit fees brought expenditures from the book funds to a total of $1,566.07. Among the additions to the book collection were 42 volumes of the Proceedings of the American Society for Testing Materials; 33 volumes of McClure's Magazine; 21 volumes of the Transactions of the American Institute of Electrical Engineers; de Tolnay's The Sistine Ceiling; and 103 volumes for the Boys' and Girls' Department.

Supply expenditures totalled $416.49. The largest item was $237.60 for a floor polishing machine which, it is hoped, can be put into use in the near future.

In the Catalog Department, 751 titles were prepared for public use. Of these, 213 were books withdrawn from the shelves to be re-catalogued, in accordance with the Department's plan for an eventual scheme of uniform classification throughout the entire collection. Card catalog records of 558 discarded and lost books were handled. Of these, 332 were worn out discards, and 226 were lost.

Three exhibits were installed during the month: Printed Books of the 15th and 16th Centuries, arranged by The University of Pittsburgh; An Introduction to Modern Sculpture, sent by the Museum of Modern Art; and, in the Browsing Room, a collection of army shoulder patches collected by a local patron of the Library.

The Bookmobile month was routine with the regrettable exception of an accident suffered by Mr. House, the driver on December 20th when a Dunbar patron inadvert-

[illegible]

[illegible]

[illegible]

ently slammed the truck door on his left hand, crushing the third finger so badly that amputation was necessary between the two joints. Mr. House lost only 1½ days because of the injury.

In the Boys' and Girls' Department, about thirty children and parents were guests of the Library Club on December 22nd, when members of the Club presented a dramatization of a Christmas story. During the month Miss Brown, Department Head, made three appearances at schools as story-teller.

A continued growth in use by the public is reflected in circulation statistics, all departments showing increases over the month of December 1944. 22,598 books were circulated for home use: 322 new borrowers were registered.

Miss Lynch, Head of the Adult Department since July, 1941, and Acting Librarian from August 29, 1942 to December 1st, 1945, during the Librarian's service in the Army, resigned on December 14th, as did Miss White, Readers Adviser from October, 1941 to September, 1942 and Assistant Librarian since September 1942. Mrs. Helen Miller, Head of the Adult Department since May 1, 1945, and Reference Librarian from July 1943, presented her resignation effective January 9, 1946.

The Librarian resumed his duties on December 1st, after an absence of more than three years. It is to be hoped that the future will see the necessary and desirable permanency of personnel in the Library for productive growth than apparently has been possible in the past. Of the 63 full-time persons, clerical and professional, who began work in the Library during the past four years, only 17 are at present still in the Library's employ, and of the present staff of 21, only three (excluding the Librarian, the Building Custodian, and the two Garnet Branch librarians) have been with the Library longer than eight months. A library does not exist solely for today: to fulfill its purpose it must be planned for tomorrow as well, for next year and the next.

CIRCULATION - DECEMBER 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2610			2072		
Fiction	3179			3396		
Total		5789			5468	
YA Collection						
Non-fiction	235			207		
Fiction	337			316		
Total		572			523	
Total Adult Dept.			6361			5991
B & G DEPT.						
Non-fiction	575			560		
Fiction	3569			2693		
Total		4144			3253	
Teacher's Collection						
Non-fiction	69			73		
Fiction	3929			3827		
Total		3998			3900	
Total B & G Dept.			8142			7153
TOTAL FOR MAIN LIBRARY			14503			13144
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	566			386		
Fiction	1804			1778		
Total			2370			2164
Juvenile Books						
Non-fiction	693			483		
Fiction	2838			2153		
Total			3531			2636
Teachers Coll. Adult						
Non-fiction	19			15		
Fiction	4			18		
Total		23			33	
Juvenile						
Non-fiction	45			18		
Fiction	525			445		
Total		570			463	
Total Teachers Collection			593			496
TOTAL FOR EXTENSION DEPT.			6494			5296

Circulation - DECEMBER 1945

	1945			1944		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	2			5		
Fiction	8			37		
Total		10			42	
Juvenile Dept.						
Non-fiction	0			27		
Fiction	48			37		
Total		48			64	
Total for Deposit Collections			58			106
GARNET BRANCH						
Adult Dept.						
Non-fiction	385			381		
Fiction	429			465		
Total		814			846	
Juvenile Dept.						
Non-fiction	394			286		
Fiction	335			250		
Total		729			536	
Total for Garnet Branch			1543			1382
GRAND TOTAL ALL DEPARTMENTS			22,598			19,928

SUMMARY

Adult						
Non-fiction	3817			3066		
Fiction	5761			6010		
Total		9578			9076	
Juvenile						
Non-fiction	1776			1447		
Fiction	11244			9405		
Total		13020			10852	
GRAND TOTAL			22598			19928

REGISTRATION - DECEMBER 1945

	1945			1944		
MAIN LIBRARY						
Adult Dept.						
New borrowers	199			128		
Transients	4			5		
Re-registered		110			59	
Total			313			192
B & G Dept.						
New borrowers	49			52		
Re-registered		16			15	
Total			65			67
EXTENSION DEPT.						
Bookmobile						
New borrowers	62			103		
Re-registered		7			7	
Total			69			110
GARNET BRANCH						
New borrowers	8			7		
Re-registered		0			1	
Total			8			8
GRAND TOTAL						
NEW BORROWERS	322			295		
RE-REGISTERED		133			82	
TOTAL			455			377

REPORT OF THE LIBRARIAN

FOR

JANUARY 1946

A total of $2,044.90 of the book fund was expended during the month, of which $620.60 was for juvenile material and $1,424.30 for adult material. 649 volumes were acquired by purchase, notable among them being Taylor's Statistics of Coal, published in Philadelphia in 1848; volumes 1 to 10 of The Yale Review; 16 volumes of The English Catalog of Books; and the 15 volume Documents of the United Nations Conference published in cooperation with the Library of Congress. Of the 649 volumes acquired, 310 were for the Adult Department and 339 were for the Boys' and Girls' Department.

$88.52 was expended for supplies, general repairs, and printing. The February-May Bookmobile Schedule was received from the printers and distributed. Minor repairs were made in the Morris-Harvey rest rooms.

1,228 volumes were processed for use by the Catalog Department. New titles catalogued numbered 471; 343 titles were fully re-catalogued. Records for 90 discarded books were withdrawn from the card files. The Catalogue Department is continuing inventory of the entire book collection along with its regular work.

Total circulation of books for the month was 27,576--an increase of 4,331 over January, 1945, and an increase of almost 5,000 over last month. Increases were in all departments: both the Bookmobile circulation and that of the Extension Department as a whole is the highest it has ever been.

Questions of various types--requests for specific information over the phone, book selection, use of the catalog, and reference questions involving some research--numbered 1817.

Extension Department

No stops were missed during January: the Bookmobile was in operation 22 days during the month. Books were added to the deposit collection at South Charleston, Sattes and Mink Shoals; the books returned from the deposit collections all showed good circulation.

Boys' and Girls' Department

Two Girl Scout Troops visited the Library for instruction in library usage. On January 26th Troop No. 65 presented three puppet plays for the story hour period, with over one hundred and twenty-five children and adults present. Miss Brown, Head of the Department, spoke on childrens books at two P. T. A. meetings during the month, and visited Bigley School.

The personnel remained largely unchanged during January with the exception of the afternoon pages. The third one employed, Alan Whitaker, gives some promise of being permanent. Miss Nancy Roberts joined the staff January 2nd as clerical assistant in the Catalog Department.

Dr. Frederick Lehner spoke in the Browsing Room on January 11th on the general subject of obscurity in modern literature. His discussion, entitled "Difficult Books," was attended by 25 or 30 patrons, and twelve of the books mentioned by him were taken out during the next day.

Gifts were received furing the month from Mr. Osterbloom, Edward C. Tabler, and the Appalachian Electric Power and Company.

Respectfully submitted,

Charles E. Butler

CIRCULATION - January 1946 ~~1945~~

	1946 ~~1945~~			1945 ~~1944~~		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3673			3011		
Fiction	4885			4439		
Total		8558			7450	
YA Collection						
Non-fiction	332			289		
Fiction	473			382		
Total		805			671	
Total Adult Dept.			9363			8121
B & G DEPT.						
Non-fiction	732			668		
Fiction	4170			3497		
Total		4902			4165	
Teacher's Collection						
Non-fiction	146			71		
Fiction	1263			1709		
Total		1409			1780	
Total B & G Dept.			6311			5945
TOTAL FOR MAIN LIBRARY			15674			14066
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	673			576		
Fiction	2304			1994		
Total			2977			2570
Juvenile Books						
Non-fiction	932			782		
Fiction	3564			3000		
Total			4496			3782
Teachers Coll. Adult						
Non-fiction	68			38		
Fiction	3			14		
Total		71			52	
Juvenile						
Non-fiction	68			89		
Fiction	1932			729		
Total		2010			818	
Total Teachers Collection			2071			870
TOTAL FOR EXTENSION DEPT.			9544			7222

Circulation - January 1946 ~~1945~~

	1946 ~~1945~~			1945 ~~1944~~		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	13			13		
Fiction	127			80		
Total		140			93	
Juvenile Dept.						
Non-fiction	11			5		
Fiction	169			88		
Total		180			93	
Total for Deposit Collections			320			186
GARNET BRANCH						
Adult Dept.						
Non-fiction	563			432		
Fiction	592			664		
Total		1155			1096	
Juvenile Dept.						
Non-fiction	498			368		
Fiction	385			307		
Total		883			675	
Total for Garnet Branch			2038			1771
GRAND TOTAL ALL DEPARTMENTS			27,576			23,245

SUMMARY

Adult						
Non-fiction	5322			4359		
Fiction	8384			7573		
Total		13,706			11,932	
Juvenile						
Non-fiction	2387			2832		
Fiction	11,483			8481		
Total		13,870			11,313	
GRAND TOTAL			27,576			23,245

REGISTRATION - JANUARY 1945/6

	1945/6			1944/5		
MAIN LIBRARY						
Adult Dept.						
New borrowers	181			189		
Transients	3					
Re-registered		84			95	
Total			268			284
B & G Dept.						
New borrowers	62			68		
Re-registered		13			12	
Total			75			80
EXTENSION DEPT.						
Bookmobile						
New borrowers	97			68		
Re-registered		7			10	
Total			104			78
GARNET BRANCH						
New borrowers	15			23		
Re-registered		1			5	
Total			16			28
GRAND TOTAL						
NEW BORROWERS	358			349		
RE-REGISTERED		105			122	
TOTAL			463			471

REPORT OF THE LIBRARIAN

FOR
FEBRUARY 1946

Expenditures and Acquisitions

510 volumes were acquired by purchase during the month at a cost of $992.10. Of these, 357 were for adult use, and 153 were for the Boys' and Girls' Department. Postage, subscriptions, rebinding, pamphlets, magazines and exhibits brought expenditures from the book fund to a total of $1,455.19.

For supplies, equipment and services a total of $230.55 was expended.

Circualtion of books for home use for the month totaled 27,342, in comparison with February 1945's circulation of 23, 107. Increases were shown in all departments. 788 borrowers cards were issued in the past month as compared with 507 in February 1945. The circulation, incidentally lacks just 310 of doubling the number of books lent in February 1936.

651 volumes were prepared for public use by the Catalog Department, and 335 volumes already in the library were recatalogued.

Boys' and Girls' Department

During the month the puppet stage installed by the Junior League for the use of the Library Club was repainted, and the club members are preparing their dramatization of Elizabeth Johnson's "The Vengeance of the Vizen." Miss Johnson will visit the Library sometime in March, and preliminary plans are being made.

Two groups of Girl Scouts visited the Library on February 14th and 19th for instruction in library usage.

At the customary story hours, which are held each Saturday morning, Miss Brown has been assisted by Miss Quarrier as part of the latter's practice work in connection with some education courses she is taking at Morris Harvey.

During the Month Miss Borwn spoke at Chandler Branch School.

Exhibits

On February 23rd an exhibit arranged by the Museum of Modern Art, "An Introduction to Modern Painting," was installed. It will remain on view for two weeks. The customary two-week special book exhibits in the Lobby niches featured "Money and Inflation", Photography", "The Theatre", and "Our Presidents."

Personnel

Mr. Robert H. Simonds joined the staff as Assistant Librarian on February 7. For the present Mr. Simonds will act also as Head of the Adult Department. There were no other personnel changes during the month. Miss Moore, Head of the Extension Department, and the Librarian accepted appointments to a committee of the West Virginia Library Association.

Veteran's Institute

Arrangements were made during the month for the placing of a small deposit collection at Stonewall Jackson High School for the use of men enrolled in the Veterans' Institute. The collection will comprise a small group of carefully selected books on special topics, and will be changed monthly.

Gifts

Gifts of books and periodicals were received during the month from Mr. J. F. Caulfield; Mrs. Robert Watts: Mrs. E. C. Maiscott; Mr. B. F. Ennis; and Mrs. J. T. Bartlett. Flower arrangements were displayed in the Browsing Room and at the Return Desk by the Kanawha Garden Club.

CIRCULATION - FEBRUARY 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3571			3011		
Fiction	4821			4157		
Total		8392			7168	
YA Collection						
Non-fiction	297			238		
Fiction	432			355		
Total		729			593	
Total Adult Dept.			9121			7761
B & G DEPT.						
Non-fiction	679			775		
Fiction	3834			3244		
Total		4513			4019	
Teacher's Collection						
Non-fiction	657			225		
Fiction	2466			2015		
Total		3123			2240	
Total B & G Dept.			7636			6259
TOTAL FOR MAIN LIBRARY			16,757			14,020
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	699			579		
Fiction	2274			1976		
Total			2973			2555
Juvenile Books						
Non-fiction	913			754		
Fiction	3289			2834		
Total			4202			3588
Teachers Coll. Adult						
Non-fiction	11			3		
Fiction	0			33		
Total		11			36	
Juvenile						
Non-fiction	91			55		
Fiction	1091			1058		
Total		1182			1113	
Total Teachers Collection			1193			1149
TOTAL FOR EXTENSION DEPT.			8629			7292

Circulation - FEBRUARY 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	___			___		
Fiction	1			___		
Total		1			___	
Juvenile Dept.						
Non-fiction	12			___		
Fiction	248			___		
Total		260			___	
Total for Deposit Collections			261			___
GARNET BRANCH						
Adult Dept.						
Non-fiction	626			544		
Fiction	492			525		
Total		1118			1069	
Juvenile Dept.						
Non-fiction	531			434		
Fiction	307			292		
Total		838			726	
Total for Garnet Branch			1956			1795
GRAND TOTAL ALL DEPARTMENTS			27,342			___

SUMMARY

Adult						
Non-fiction	5204			4375		
Fiction	8020			7046		
Total		13224			11421	
Juvenile						
Non-fiction	2883			2243		
Fiction	11235			9443		
Total		14118			11686	
GRAND TOTAL			27,342			23,107

REGISTRATION - FEBRUARY 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	373			186		
Transients	2			3		
Re-registered		121			111	
Total			496			300
B & G Dept.						
New borrowers	97			63		
Re-registered		9			15	
Total			106			78
EXTENSION DEPT.						
Bookmobile						
New borrowers	140			91		
Re-registered		14			10	
Total			154			101
GARNET BRANCH						
New borrowers	23			20		
Re-registered		9			8	
Total			32			28
GRAND TOTAL						
NEW BORROWERS	635			363		
RE-REGISTERED		153			144	
TOTAL			788			507

REPORT OF THE LIBRARIAN

FOR

MARCH 1946

Increased use of the facilities of the Library continues: in March, 30,502 books were issued for home use by all agencies, a gain of 6,229 over March 1945. The large increase is due partly to the fact that in March a year ago the Bookmobile lost nine days of service because of engine trouble and this March lost only one, but all departments shared in the general increase. 649 new borrowers--an average of almost 25 a day--were registered, and 153 were re-registered.

A slight decrease in the total number of reference questions handled by the Adult Department was recorded, there being 1464 this month as compared with 1703 in March 1945. Questions recorded, however, are subject to personal interpretation, and as yet no wholly satisfactory method has been devised to make a statistical use of them completely valid. Last month, for instance, reference questions--questions involving the use of some printed material for answer--increased from ~~512~~ 478 to 656, while questions classified as "directional"--involving only location of books, and not any use of them--decreased from ~~863~~ 673 to 569. These statistics, while they lack concreteness, are at least an indication of a certain Library activity and use.

575 new volumes were acquired by purchase during the month. Books, pamphlets, binding and subscriptions brought expenditures from the book fund to a total of $1,802.12.

For equipment, supplies, repairs and general upkeep the sum of $194.95 was spent.

The Catalog Department processed a total of 1,312 volumes during the month. Of these, 779 were new acquisitions; 533 volumes already in the Library

were recataloged. 372 volumes were lost or discarded.

On March 2nd or 3rd, and again on March 9th or 10th, the Bookmobile was broken into and robbed while parked for the weekend at Laidley Field. Entry in each instance was gained by forcing the locks on the front doors. No books were missing, but miscellaneous equipment was stolen: fire extinguisher, seat cushions, a first aid kit, and two boxes of general library supplies.

On Saturday, March 16, Miss Elizabeth Johnson, writer and illustrator of books for children, was the guest of the Library. Because of the very brief interval between Miss Johnson's announcement of her arrival and the day of her visit, it was impossible to plan as careful a program as had been hoped, but on the whole the affair was a complete success. The Library Club of the Boys' and Girls' Department presented a puppet play version of Miss Johnson's "The Vengeance of the Vixen" to an audience of approximately one hundred and seventy-five children and their parents: Miss Brown, Head of the Boys' and Girls' Department, considers it her most successful program. Publicity appeared in two different days in both local papers, including pictures in a Sunday edition, and the Charleston High School paper carried a feature story on the front page. After the puppet play, Miss Johnson talked to high school and junior high school students in the Browsing Room, on arrangement planned by Miss Chase of the Young Adults Department who had contacted the school libraries, art classes, Spanish language classes and the school papers. Great credit is due to Miss Chase and Miss Brown, who did the major part of the planning and the work.

On March 16th and 17th, the Librarian attended a meeting of the Federal Relations Committee of the West Virginia Library Association in Morgantown. Representatives of the Cabell County Public Library; the Ohio County Public

Library, the University Library, and the State Library Commission were present. The purpose of the meeting was to discuss the "Public Library Service Demonstration Act" recently introduced in Congress, and to plan for a West Virginia demonstration in the event the bill is passed. The bill calls for federal grants to the states for library service amounting to $25,000 a year for four years, plus an additional $25,000 to $50,000 which would be available on a matching basis. The West Virginia demonstration would be under the direction of the State Library Commission, and the funds would be distributed by the U.S. Office of Education.

In the Main Reading Room an exhibition of reproductions of modern paintings was on view from February 23rd through March 9th. Books from the Library's collection of West Virginia history were exhibited in the Browsing Room, and in the lobby niches the featured collections were on Plays, Lenten Reading, Gardens, and Agriculture.

Miss Sanborn and the Librarian both were called on by the American Red Cross for speeches during the campaign for funds. There were no staff changes during the month; Mr. Smith, who was engaged for extra janitorial work, was on duty six days.

Gifts of books, periodicals and clippings were received from Mr. J. Howard Myers, Dr. John Cannady, Mrs. O. P. Fitzgerald, Mrs. Howard Cammack, Mr. J. F. Caulfield and others.

Respectfully submitted,

Charles E. Butler
Librarian

CIRCULATION - MARCH 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3964			2952		
Fiction	4642			4213		
Total		8606			7165	
YA Collection						
Non-fiction	269			290		
Fiction	386			416		
Total		655			706	
Total Adult Dept.			9261			7871
B & G DEPT.						
Non-fiction	884			753		
Fiction	4454			3695		
Total		5338			4448	
Teacher's Collection						
Non-fiction	824			49		
Fiction	3043			2200		
Total		3867			2249	
Total B & G Dept.			9205			6697
TOTAL FOR MAIN LIBRARY			18466			14568
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	801			670		
Fiction	2355			2096		
Total			3156			2766
Juvenile Books						
Non-fiction	1053			822		
Fiction	3540			3479		
Total			4593			4301
Teachers Coll. Adult						
Non-fiction	10			3		
Fiction	13			15		
Total		23			18	
Juvenile						
Non-fiction	144			71		
Fiction	2128			517		
Total		2272			588	
Total Teachers Collection			2295			606
TOTAL FOR EXTENSION DEPT.			10,044			7673

Circulation - MARCH 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	___			___		
Fiction	___			___		
Total		___			___	
Juvenile Dept.						
Non-fiction	___			___		
Fiction	___			___		
Total		___			___	
Total for Deposit Collections			___			___
GARNET BRANCH						
Adult Dept.						
Non-fiction	629			611		
Fiction	534			550		
Total		1163			1161	
Juvenile Dept.						
Non-fiction	541			518		
Fiction	288			353		
Total		829			871	
Total for Garnet Branch			1992			2032
GRAND TOTAL ALL DEPARTMENTS			30502			24273

SUMMARY

Adult						
Non-fiction	5673			4526		
Fiction	7930			7290		
Total		13603			11816	
Juvenile						
Non-fiction	3446			2213		
Fiction	13453			10244		
Total		16899			12457	
GRAND TOTAL			30502			24273

REGISTRATION - MARCH 1945

	1945			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	334			227		
Transients	0			2		
Re-registered		124			96	
Total			458			325
B & G Dept.						
New borrowers	110			94		
Re-registered		17			15	
Total			127			109
EXTENSION DEPT.						
Bookmobile						
New borrowers	171			66		
Re-registered		12			13	
Total			183			79
GARNET BRANCH						
New borrowers	34			20		
Re-registered		0			0	
Total			34			20
GRAND TOTAL						
NEW BORROWERS	649			413		
RE-REGISTERED		153			124	
TOTAL			802			537

REPORT OF THE LIBRARIAN

FOR

APRIL 1946

The month of April, in addition to the Library's normal activities, was devoted in part to an intensive checking, by the staff, of titles for purchase. All departments--Catalog, Extension, Adult, and Boys' and Girls' --cooperated in selecting titles to be ordered. In spite of the fact that an approximately three hundred titles we received the by now familiar reply "out of print: order cancelled," there was acquired by purchase a total of 2,260 volumes. Of these, 1865 were for adult use: 395 were for the Boys' and Girls' Department. Total expenditures from the Book Fund amounted to $7,010.83: this includes transportation, binding and magazine subscriptions.

The bulk of material added was non-fiction, and included many noteworthy items in several fields. The reference collection has been greatly strengthened, and gaps in the circulating collection have been partly filled.

Circulation of books for home use totalled 33,680, as compared with 21,243 for April 1945. A large part of the increase is due to thefact that the circulation of books in teachers collections for the last eight weeks is included in this month's figures; but all departments reflected the general increase. 414 new borrowers were enrolled.

Questions recorded at the Reference, Information and Young Adults Desk totalled 1,696. Reserves for 160 volumes were filled.

1,569 volumes were processed in the Catalog Department. Of these, 1,104 were new; 465 were volumes already in the collection and processed for more complete classification. For all, 3,469 cards were added to the Library's card files.

Miss Nancy Roberts, desk assistant, and Miss Miriam Sanborn, Adult Department Assistant, resigned during the month. They were replaced by Miss Mildred Reeves and Mrs. James Bond, the latter a former staff member. Miss Dawson, desk assistant, was transferred to the Order Department on April 29th, and her duties at the desk were taken over by Miss Rhoda Whitlock.

Story hours were conducted by Miss Brown, Head, Boys' and Girls' Department at five schools during the month, in addition to one at Christ Methodist Church and four in the Library, at which Miss Brown was assisted by Miss Quarrier. The Library Club of the Boys' and Girls' Department has undertaken the preparation of a chest of books for the treasure chest campaign, and twenty-four books have been collected. The Chest will be completed during May.

For supplies, equipment and repair the sum of $427.04 was expended. Of this sum, $213.75 was for additional steel card filing cabinets for the Catalog Department.

Gifts were received from Dr. R. D. Ketchum, Dorothy Smalley; Howard Chernoff and James Wells.

Respectfully,

Charles E. Rulle

CIRCULATION - APRIL 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3920			2995		
Fiction	4012			3571		
Total		7932			6566	
YA Collection						
Non-fiction	268			248		
Fiction	462			335		
Total		730			583	
Total Adult Dept.			8662			7149
B & G DEPT.						
Non-fiction	787			740		
Fiction	3894			3515		
Total		4681			4255	
Teacher's Collection						
Non-fiction	2590			45		
Fiction	2757			288		
Total		5347			333	
Total B & G Dept.			10028			4588
TOTAL FOR MAIN LIBRARY			18,690			11,737
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	676			532		
Fiction	2137			1575		
Total			2813			2107
Juvenile Books						
Non-fiction	1083			622		
Fiction	3752			2708		
Total			4835			3370
Teachers Coll. Adult						
Non-fiction	34			40		
Fiction	41			44		
Total		75			84	
Juvenile						
Non-fiction	196			174		
Fiction	2226			1784		
Total		2422			1958	
Total Teachers Collection			2497			2042
TOTAL FOR EXTENSION DEPT.			10145			7519

Circulation - APRIL 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	63			___		
Fiction	626			___		
Total		689			___	
Juvenile Dept.						
Non-fiction	279			___		
Fiction	1601			___		
Total		1880			___	
Total for Deposit Collections			2569			___
GARNET BRANCH						
Adult Dept.						
Non-fiction	681			613		
Fiction	568			527		
Total		1249			1140	
Juvenile Dept.						
Non-fiction	648			525		
Fiction	379			322		
Total		1027			847	
Total for Garnet Branch			2276			1987
GRAND TOTAL ALL DEPARTMENTS			33680			21243

SUMMARY

Adult						
Non-fiction	5642			4428		
Fiction	7846			6052		
Total		13488			10480	
Juvenile						
Non-fiction	5583			2146		
Fiction	14609			8617		
Total		20192			10763	
GRAND TOTAL			33680			21243

REGISTRATION - April 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	205			187		
Transients	3			3		
Re-registered		84			87	
Total			292			277
B & G Dept.						
New borrowers	84			72		
Re-registered					11	
Total			84			83
EXTENSION DEPT.						
Bookmobile						
New borrowers	72			70		
Re-registered		12			12	
Total			84			82
GARNET BRANCH						
New borrowers	50			8		
Re-registered		0			1	
Total			50			9
GRAND TOTAL						
NEW BORROWERS	414			340		
RE-REGISTERED		96			111	
TOTAL			510			451

REPORT OF THE LIBRARIAN

FOR

MAY 1946

Painting of the Library was begun on May 21st, and work on the main floor was completed during the month.

Expenditures for the month from the book fund amounted to $3,336.04. 859 volumes were acquired by purchase, 741 for adult use and 118 for the Boys' and Girls' Department. For supplies, maintenance and general repair a sum of $427.72 was expended. Venetian blinds were installed at the rear windows of the Main Reading Room and the Boys' and Girls' Room, and the skylights in the top floor were cleaned.

Circulation of books for home use totalled 27,359, a gain of 6,454 over May 1945: the gains were general in all departments. New registrants for borrowers cards numbered 400, a slight increase over last May.

In the Adult Department of the Main Library, 1658 reference questions were recorded, and 161 reserves were filled. A count has been completed of all adult department books found in the last inventory. Mrs. Masters and Miss Martin, the two temporary workers, in cooperation with Miss Wilson, have done the work and will present a formal report in June.

Three special exhibits were shown in the Browsing Room exhibit case--Books from Abroad, and Reproductions of Modern Etchings, both from the Library's collection, and Original Illustrations from Children's Books, lent by various publishers. One special lobby exhibit, featuring West Virginia summer camps, was done with the cooperation of the Girl Scouts, and resulted in a newspaper picture and story.

In the Boys' and Girls' Department, the Spring Book Festival sponsored by the New York Herald-Tribune was observed from May 20th through the 24th.

Sp cial story hours conducted by the Glenwood Story Tellers, the presentation of two puppet plays by Girl Scouts, and displays of original illustrations were features of the program. Four grades from Dale Thomas School, and Girl Scout Troops 39 and 72 from Bigley School made special group visits during the month.*

1,058 volumes were processed by the Catalog Department: 810 new ones and 248 already in the Library which were re-catalogued. Records of 25 lost books were withdrawn: of these 16 were paid for by the card holders.

In the Extension Department, the new summer schedule went into effect on May 27th. The new stops are Belvil Park in St. Albans, Miami, Big Chimeney, Hope Gas Company, Rock Lake Village and Crown Hill. Stops were discontinued at Sissonville High Schook, Elkview High, and College High School at Institute; and the Post Office Stop in South Charleston was replaced with a stop on the hill, at Montrose and Glendale Streets. Copies of the Schedule for May through September were received from the printer and distributed.

In connection with the painting of the Adult Department, a part of the collection was shifted to provide more room for technical circulating books, and the shelf space occupied by the Young Adult Collection was expanded into a few more unused shelves. The matter of shelf space will continue to tax all our ingenuity during the coming twelve months.

Gifts were received during May from Mr. D. H. Bland and Mrs. Joseph Savage.

A special gift of $25.00 was received from a committee of the General Agents and Managers Association, of which Mr. Samuel C. Lawrence is Chairman, for the purchase of general books on insurance, finance, and business law.

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* The Vacation Reading Club was organized: one hundred and ten children were enrolled by the end of the month.

CIRCULATION - MAY 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3311			2614		
Fiction	4315			4071		
Total		7626			6685	
YA Collection						
Non-fiction	267			225		
Fiction	434			319		
Total		701			544	
Total Adult Dept.			8327			7229
B & G DEPT.						
Non-fiction	831			816		
Fiction	4197			3551		
Total		5028			4367	
Teacher's Collection						
Non-fiction	998			181		
Fiction	1564			1853		
Total		2562			2034	
Total B & G Dept.			7590			6401
TOTAL FOR MAIN LIBRARY			15917			13630
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	516			444		
Fiction	1790			1595		
Total			2306			2039
Juvenile Books						
Non-fiction	760			535		
Fiction	2962			2082		
Total			3722			2617
Teachers Coll. Adult						
Non-fiction	14			7		
Fiction	32			4		
Total		46			11	
Juvenile						
Non-fiction	119			151		
Fiction	1703			621		
Total		1822			772	
Total Teachers Collection			1868			783
TOTAL FOR EXTENSION DEPT.			7896			5439

Circulation - MAY 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	27			---		
Fiction	164			---		
Total		191			---	
Juvenile Dept.						
Non-fiction	90			---		
Fiction	1088			---		
Total		1178			---	
Total for Deposit Collections			1369			---
GARNET BRANCH						
Adult Dept.						
Non-fiction	672			555		
Fiction	523			546		
Total		1195			1101	
Juvenile Dept.						
Non-fiction	558			423		
Fiction	424			312		
Total		982			735	
Total for Garnet Branch			2177			1836
GRAND TOTAL ALL DEPARTMENTS			27359			20905

SUMMARY

Adult						
Non-fiction	4807			3845		
Fiction	7258			6535		
Total		12065			10380	
Juvenile						
Non-fiction	3356			2106		
Fiction	11938			8419		
Total		15294			10525	
GRAND TOTAL			27359			20905

REGISTRATION - MAY 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	223			185		
Transients	6			5		
Re-registered		114			76	
Total			343			266
B & G Dept.						
New borrowers	78			92		
Re-registered		16			15	
Total			94			107
EXTENSION DEPT.						
Bookmobile						
New borrowers	70			85		
Re-registered		9			16	
Total			79			101
GARNET BRANCH						
New borrowers	23			14		
Re-registered		—			—	
Total			23			14
GRAND TOTAL						
NEW BORROWERS	400			381		
RE-REGISTERED		139			107	
TOTAL			539			488

REPORT OF THE LIBRARIAN

FOR

JUNE 1946

In June four staff members, the Librarian, Mr. Simonds, Miss Brown, and Miss Moore, attended the Annual Conference of the American Library Association in Buffalo, the first held since 1942. About 2,500 persons were registered. Speakers included Mr. Luther Evans, Librarian of the Congressional Library, Dr. Mortimer Adler of the University of Chicago, Mr. Frederic Melcher, editor of the Publishers Weekly, and leading librarians.

A slight gain in the total circulation of books for home use was recorded: 20,606 volumes were issued to borrowers as compared with 19,485 in June, 1945. 703 new borrowers were registered, as compared with 554 a year ago. In the Adult Department of the Main Library, 1,287 questions were handled at the service desks, 32 fewer than for June, 1945.

409 volumes were purchased. Of these 335 were for adult use, and 74 were juvenile. 43 volumes were rebound, at a cost of $43.25; other expenditures for postage on books, pamphlets, subscriptions and exhibits brought total expenditures from the book fund to $1,192.80.

For supplies, equipment, upkeep and repair the sum of $274.25 was expended. Three cracked windows on the main floor were replaced, and minor repairs made on plumbing. Painting was completed during the month, and the Kelly collection of mounted animal heads was removed from the Reference Room and re-hung in the main stair wall, a change which seems to have met with general approval.

1,284 volumes were processed by the Catalog Department. Of these, 1,066 were new; 218 were recataloged. 19 volumes were discarded, and 15 were withdrawn as lost.

Inventory of the entire book collection which was started in June 1945 was completed this month. A detailed tabulated report will be distributed, showing our holdings in all fields; the final count shows the total number of volumes in the Library as 69,049. The adult collection numbers 56,557; the juvenile, 12,192. In view of the comparative youth of the Library, I think the Board may be pleased that the total is as high as it is.

In connection with the Hobby Show sponsored by Carbide at the South Charleston Recreation Hall on June 5, 6, and 7, the Library arranged an exhibit of books on hobbies and handicrafts, and distributed book lists. The Extension Department arranged collections for the St. Albans day camp of the Girl Scouts and for a vacation bible school, and both Miss Moore and Miss Derksen have appeared as speakers at the weekly programs sponsored by the Mink Shoals Women's Club.

Paints by Mr. Joseph Hugo were on display in the Browsing Room from June 15.

There were no staff changes during the month. The position of Head of the Adult Department has not yet been fielled, but three applicants were interviewed in Buffalo and it is hoped that the vacancy can be filled in the near future.

Gifts were received from Mr. Woodrow Flowers; Miss Ada Oates, Miss Katie Belle Abney; Miss Mabel Smith, Dr. Roy Bird Cook and Mr. D. Ray Hall.

Charles E. Butler

July 5, 1946

CIRCULATION - JUNE 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2673			2509		
Fiction	4250			4414		
Total		6923			6923	
YA Collection						
Non-fiction	251			304		
Fiction	521			421		
Total		772			725	
Total Adult Dept.			7695			7648
B & G DEPT.						
Non-fiction	632			693		
Fiction	4227			4421		
Total		4859			5114	
Teacher's Collection						
Non-fiction	192					
Fiction	497			208		
Total		689			208	
Total B & G Dept.			5548			5322
TOTAL FOR MAIN LIBRARY			13243			12970
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	443			403		
Fiction	1944			1522		
Total			2387			1925
Juvenile Books						
Non-fiction	487			411		
Fiction	2347			2128		
Total			2834			2539
Teachers Coll. Adult						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Juvenile						
Non-fiction	____			____		
Fiction	____			228		
Total		____			228	
Total Teachers Collection			____			228
TOTAL FOR EXTENSION DEPT.			5221			4692

Circulation - JUNE 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	15			6		
Fiction	140			18		
Total		155			84	
Juvenile Dept.						
Non-fiction	16			2		
Fiction	200			18		
Total		216			20	
Total for Deposit Collections			371			104
GARNET BRANCH						
Adult Dept.						
Non-fiction	510			462		
Fiction	511			552		
Total		1021			1041	
Juvenile Dept.						
Non-fiction	394			393		
Fiction	356			312		
Total		750			705	
Total for Garnet Branch			1771			1719
GRAND TOTAL ALL DEPARTMENTS			20606			19485

SUMMARY

Adult						
Non-fiction	3892			3684		
Fiction	7366			6987		
Total		11258			10671	
Juvenile						
Non-fiction	1721			1499		
Fiction	7627			7315		
Total		9348			8814	
GRAND TOTAL			20606			19485

REGISTRATION - JUNE 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	302			228		
Transients	8			12		
Re-registered		163			98	
Total			473			338
B & G Dept.						
New borrowers	155			93		
Re-registered		12			25	
Total			167			118
EXTENSION DEPT.						
Bookmobile						
New borrowers	227			213		
Re-registered		24			15	
Total			251			228
GARNET BRANCH						
New borrowers	11			8		
Re-registered		3			---	
Total			14			8
GRAND TOTAL						
NEW BORROWERS	703			554		
RE-REGISTERED		202			138	
TOTAL			905			692

REPORT OF THE LIBRARIAN

FOR

JULY 1946

Circulation of books for home use in July totalled 20,212, a slight gain over the circulation for July, 1945. 498 new borrowers were enrolled, 105 more than in July, 1945.

1046 volumes were accessioned as library property during July. This number included 103 gifts. 1,313 volumes were processed by the catalog department. Of these, 280 were for reference use; 1,033 were for circulation in the adult and the Boys' and Girls' Departments. 45 volumes were discarded, 36 were withdrawn as lost.

For books, pamphlets, postage and binding the sum of $2,072.66 was expended. 829 volumes were purchased: of these, 737 were for adult use and 92 for juvenile use. Important acquisitions included Tatlock's Concordance to the Works of Chaucer; Airport Planning, by Froesch; the Centennial Edition of the Works and Letters of Sidney Lanier, in 10 volumes; The 1946 Municipal Year Book; and Masson's Life of Milton. Doddridge's Notes on the Settlement and Indian Wars of the Western Part of Virginia.... was acquired for the Bradford Collection.

For supplies, equipment and repair the sum of $951.24 was expended. Purchases included three book trucks, a typewriter for use in the Catalog Department, and a year's supply of borrowers cards, book cards and catalog cards. A clock was installed in the Boys' and Girls' room.

In the Boys' and Girls' Department, meetings of the Vacation Reading Club have been held twice weekly. Members of the Club have reported on 955 books. Miss Brown conducted two story hours at Mink Shoals School on July 2 and July 30.

In the Adult Department, special projects have been hampered by the

continued vacancy in the position of Department Head. However, some progress, aside from routine matters, can be reported. A series of informal book discussions for the benefit of the staff was begun, and should aid in the recommending of books to patrons. The meetings are planned as a kind of clearing house for book selection and reference problems. Two projects are underway in connection with the reference collection: a checking and reorganization of the collection of state documents, and the preparation of an information file on continuations. Continuations are publications which appear at stated intervals, such as The Statictical Abstract, Who's Who in America, The Engineering Index, etc.----publications of which the Library should receive each issue. The completed list will be of value to the Order Department and the Adult Department.

Questions recorded in the Adult Department numbered 1,469, as against 1,067 for July of 1945. 120 reserves were filled.

Mrs. Masters, who joined the staff as special temporary assistant on June 1, worked until July 13th. Miss Quarrier returned from leave of absence on July 15.

Gifts were received from Mr. J. R. Caulfield, Mrs Rex Crouser, and The Carbide and Carbon Chemicals Corporation. Dr. Roy Bird Cool contributed approximately forty volumes dealing with Washington, Lincoln, and several West Virginia items.

August 2, 1946

Charles E. Butler

CIRCULATION - July 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3017			2531		
Fiction	4542			4585		
Total		7559			7116	
YA Collection						
Non-fiction	262			418		
Fiction	538			329		
Total		800			747	
Total Adult Dept.			8359			7863
B & G DEPT.						
Non-fiction	620			577		
Fiction	4362			4069		
Total		4982			4646	
Teacher's Collection						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total B & G Dept.			4983			4646
TOTAL FOR MAIN LIBRARY			13342			[illegible]
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	508			415		
Fiction	1978			[illegible]		
Total			____			[illegible]
Juvenile Books						
Non-fiction	414			258		
Fiction	2211			2637		
Total			2625			[illegible]
Teachers Coll. Adult						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Juvenile						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total Teachers Collection			____			____
TOTAL FOR EXTENSION DEPT.			5111			[illegible]

Circulation - July 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	0			—		
Fiction	16			—		
Total		16			—	
Juvenile Dept.						
Non-fiction	1			—		
Fiction	7			—		
Total		8			—	
Total for Deposit Collections			24			—
GARNET BRANCH						
Adult Dept.						
Non-fiction	473			443		
Fiction	502			585		
Total		975			1028	
Juvenile Dept.						
Non-fiction	398			316		
Fiction	363			245		
Total		761			561	
Total for Garnet Branch			1736			1592
GRAND TOTAL ALL DEPARTMENTS			20212			19,473

SUMMARY

Adult						
Non-fiction	4260			3718		
Fiction	7576			7425		
Total		11836			11,143	
Juvenile						
Non-fiction	1433			1356		
Fiction	6943			6944		
Total		8376			8300	
GRAND TOTAL			20212			19,473

REGISTRATION - July 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	305			192		
Transients	4			7		
Re-registered		75			97	
Total			384			296
B & G Dept.						
New borrowers	83			78		
Re-registered		18			5	
Total			101			83
EXTENSION DEPT.						
Bookmobile						
New borrowers	95			110		
Re-registered		19			8	
Total			114			118
GARNET BRANCH						
New borrowers	11			6		
Re-registered		3			3	
Total			14			9
GRAND TOTAL						
NEW BORROWERS	493			393		
RE-REGISTERED		115			117	
TOTAL			613			510

REPORT OF THE LIBRARIAN

FOR

AUGUST 1946

Circulation of books for home use for the month totalled 20,432, a gain of 2,658 over the circulation for August of 1945. The gains were distributed in all departments. 430 new borrowers were enrolled. Reserves filled numbered 181, and 1,318 questions were recorded at the service desks and over the telephone.

Staff. Four members of the staff tendered their resignations during the month: Miss Jane McDaniel, effective August 12; Miss Elizabeth Quarrier, effective August 31; Mrs. Nancy Browder, effective August 14; and Allen M. Whitaker, part-time book-shelver effective August 31. With the exception of the book-shelver, the resigniations affected only the Catalog Department which as a result suffered a decline in the number of books processed for use by the public. Nevertheless 479 new volumes were catalogued and sent upstairs and 192 volumes were recatalogued, making a total of 671. Mrs. Pearlie Hartman began work as typist in the Department on August 16, replacing Mrs. Browder.

For books, magazines and transportation, the sum of $907.41 was expended. 298 volumes were acquired for adult use and 64 for the Boys' and Girls' Department. 38 gift volumes were received: donors included Dr. Cook, Mrs. R. R. Schoolfield, Mr. John Seiter and Mrs. Rex Crouser.

Among the titles added to the Library's collection were Bigmore's Bibliography of printing, Who's Who in America 1946-1947, and Lawther's History of Ritchie County.

For supplies, equipment, repair and miscellaneous items, a total of $164.90 was expended.

In the Adult Department, a library exhibit was prepared and installed in the Education and 4-H Building at the West Virginia State Fair. The exhibit, which will be on display from August 31 through September 8, features all the public service departments of the Library. Exhibit space and carpentry service were donated by the Fair Administration.

The Bookmobile was sent to Jackson's Mill on August 1, as a demonstration to the state-wide Planning Conference of the Farm Women's clubs. The demonstration was made at the request of the West Virginia Library Commission. Several hundred delegates inspected the Bookmobile on August 2; according to the Secretary of the Library Commission, the demonstration was highly successful.

In the Boys' and Girls' Department, the Vacation Reading Club concluded its work. 166 children were enrolled and reported on a total of 1,210 books. Certificates will be given to all club members.

Respectfully submitted,

Charles E. Butler

September 6, 1946

CIRCULATION - August 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2872			2413		
Fiction	4693			4605		
Total		7565			7018	
YA Collection						
Non-fiction	279			395		
Fiction	500			302		
Total		779			697	
Total Adult Dept.			8344			7715
B & G DEPT.						
Non-fiction	535			525		
Fiction	3953			3327		
Total		4488			3852	
Teacher's Collection						
Non-fiction						
Fiction						
Total						
Total B & G Dept.			4488			3852
TOTAL FOR MAIN LIBRARY			12832			11567
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	472			437		
Fiction	1943			1611		
Total			2415			2048
Juvenile Books						
Non-fiction	456			424		
Fiction	2296			2207		
Total			2752			2631
Teachers Coll. Adult						
Non-fiction						
Fiction						
Total						
Juvenile						
Non-fiction						
Fiction						
Total						
Total Teachers Collection						
TOTAL FOR EXTENSION DEPT.			5167			4679

Circulation - August 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	3			1		
Fiction	214			5		
Total		217			6	
Juvenile Dept.						
Non-fiction	15			[illegible]		
Fiction	132			25		
Total		147			25	
Total for Deposit Collections			364			31
GARNET BRANCH						
Adult Dept.						
Non-fiction	515			432		
Fiction	622			487		
Total		1137			919	
Juvenile Dept.						
Non-fiction	367			303		
Fiction	365			279		
Total		732			578	
Total for Garnet Branch			1869			1497
GRAND TOTAL ALL DEPARTMENTS			20432			17774

SUMMARY

Adult						
Non-fiction	4141			3585		
Fiction	7972			7103		
Total		12113			10688	
Juvenile						
Non-fiction	1373			1252		
Fiction	6946			5834		
Total		8319			7086	
GRAND TOTAL			20432			17774

REGISTRATION - August 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	258			183		
Transients	1			5		
Re-registered		69			98	
Total			328			286
B & G Dept.						
New borrowers	62			142		
Re-registered		10			2	
Total			72			144
EXTENSION DEPT.						
Bookmobile						
New borrowers	102			106		
Re-registered		18			17	
Total			120			123
GARNET BRANCH						
New borrowers	7			4		
Re-registered		2			1	
Total			9			5
GRAND TOTAL						
NEW BORROWERS	430			440		
RE-REGISTERED		99			118	
TOTAL			529			558

REPORT OF THE LIBRARIAN

FOR

SEPTEMBER 1946

The number of books issued for home use in September was 19,983, an increase of slightly over 1200 for the month of September 1945. Gains were marked in the Adult Department of the Main Library and in the Bookmobile: slight decreases were recorded for the Boys' and Girls' Department and for deposit collections.

Questions recorded at the service desks totaled 1,808, --582 more than for September 1945. The increase is probably due to the increase enrollment at Morris Harvey College and to the difficulties experienced by many classes in obtaining textbooks.

Definite projects undertaken by the staff during the month include interviews by Miss Chase with principals and faculty members of the county schools on possible assignments which will have a definite effect on demand at the Library; checking of bibliographies of basic titles in science fields by Mrs. Bond; and the study of reprints of standard titles by Miss Wright.

The Catalog Department, in spite of two vacancies, processed for public use a total of 1,229 volumes. Of this total, 1,018 were volumes new to the collection; 211 volumes already in use were fully re-catalogued. Miss Wilson took over as Head of the Department on September 1st; Miss Elizabeth Quarrier resigned on August 31st.

Extension Department

No stops were missed during the month. Either Miss Moore or Miss Derksen visited the principal at each school stop before the initial visit; Miss Moore made a short talk to principals of all county schools at their meeting on September 3, concerning the use of the Bookmobile and the Library's

deposit collections. Miss Moore reports a gradual increase in adult use at many stops, including Nitro, Dunbar, Kenna Homes, East Bank and Ordnance Park. The circulation for the Department for the month shows an increase of 1,034 over September, 1945.

Boys' and Girls' Department

Visits to the Department for the purpose of introduction and instruction were made by three schools during the month: the sixth grade at Fruth on September 12th, the 7th day Adventist School on the 19th, and the fourth grade at Mercer on the 23rd. On September 24th, the Department was visited by Girl Scout Tropp 102 from South Charleston. On September 13th, Miss Brown visited Mercer School and spoke to the sixth grade. Three meetings of the Library Club were held, and on September 28th, the Club presented a puppet show for the participants of the Vacation Reading Club.

1,763 volumes were acquired during September at a cost of $2,486.39.

Gifts were received from six donors, among them the Reverend R. E. Dobie, Edward Dick, and Miss Josephine Saunders.

For supplies, equipment, maintenance and repair, the sum of $221.77 was expended. This included $35.08 for additional lavatory facilities to accommodate the increased student enrollment at Morris Harvey College.

Respectfully submitted,

Charles E. Butler

October 4, 1946

CIRCULATION - SEPTEMBER 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3337			2651		
Fiction	4157			3891		
Total		7494			6542	
YA Collection						
Non-fiction	291			268		
Fiction	478			296		
Total		769			564	
Total Adult Dept.			8263			7106
B & G DEPT.						
Non-fiction	667			714		
Fiction	3147			3618		
Total		3814			4332	
Teacher's Collection						
Non-fiction	0			22		
Fiction	0			648		
Total		0			670	
Total B & G Dept.			3814			5002
TOTAL FOR MAIN LIBRARY			12077			12108
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	497			409		
Fiction	1775			1392		
Total			2272			1801
Juvenile Books						
Non-fiction	616			451		
Fiction	2318			2087		
Total			2934			2538
Teachers Coll. Adult						
Non-fiction	0			13		
Fiction	0			0		
Total		0			13	
Juvenile						
Non-fiction	56			0		
Fiction	389			206		
Total		445			206	
Total Teachers Collection			445			219
TOTAL FOR EXTENSION DEPT.			5651			4558

Circulation - SEPTEMBER 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	16			9		
Fiction	160			54		
Total		176			63	
Juvenile Dept.						
Non-fiction	22			46		
Fiction	145			293		
Total		167			339	
Total for Deposit Collections			343			402
GARNET BRANCH						
Adult Dept.						
Non-fiction	595			528		
Fiction	494			492		
Total		1089			1020	
Juvenile Dept.						
Non-fiction	322			376		
Fiction	501			298		
Total		823			674	
Total for Garnet Branch			1912			1694
GRAND TOTAL ALL DEPARTMENTS			19983			18762

SUMMARY

Adult						
Non-fiction	4736			3878		
Fiction	7064			6125		
Total		11800			10003	
Juvenile						
Non-fiction	1683			1609		
Fiction	6500			7150		
Total		8183			8759	
GRAND TOTAL			19983			18762

REGISTRATION - SEPTEMBER 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	345			229		
Transients	4			6		
Re-registered		105			98	
Total			454			333
B & G Dept.						
New borrowers	94			89		
Re-registered		13			11	
Total			107			100
EXTENSION DEPT.						
Bookmobile						
New borrowers	95			164		
Re-registered		11			8	
Total			106			172
GARNET BRANCH						
New borrowers	20			21		
Re-registered		0			1	
Total			20			22
GRAND TOTAL						
NEW BORROWERS	558			509		
RE-REGISTERED		129			118	
TOTAL			687			627

REPORT OF THE LIBRARIAN

FOR

OCTOBER 1946

Two staff vacancies were filled in October, with the arrival on October 1 of Miss Mary Richardson, whose time is divided between the Catalog and the Adult Department; and the arrival on October 15 of Miss Elizabeth Kennedy, as Head of the Adult Department. With the arrival of Miss Jane Brugger on November 1, to fill the vacancy created by Miss Quarrier's resignation, the staff will be without a professional vacancy for the first time in ten months.

School activity in the city and county was reflected in the circulation and registration figures, circulation of books for home use having totalled 29,167, a gain of slightly more than 9,000 over September. The circulation was an increase of 1,326 over that of October 1945. Cards were issued to 910 new borrowers.

In the Main Library, a total of 2,027 questions were recorded at the service desks on the telephone, an increase of 460 over those of October 1945. Reserves for 170 volumes were filled.

In the Catalog Department, 1,263 volumes were processed for public use. Of these, 1,124 were volumes new to the collection; 139 were volumes already in the collection which were re-cataloged.

For supplies, equipment, maintenance and repair, the sum of $292.97 was expended.

Seven school groups visited the Boys' and Girls' Department during the month for instruction in library usage. Regular Story Hour was conducted each Saturday at 10:30, and on October 16th, Girl Scout Troop No. 84 gave an open rehearsal of the puppet play to be given during Book Week.

Four days were missed by the Bookmobile this month due to the illnes of the driver. An safety check of the truck was made by the state police, and

the front wheels were equipped with new tires.

836 volumes were acquired by purchase during October, at a cost of $2,240.28. Of these, 362 were for the Boys' and Girls' Department, and 474 were for adult use. Outstanding titles received during the month were: Seeley's Data Book for Civil Engineers; Nicolson's Congress of Vienna; Josephson's Stendahl; The Collected War-time messages of General Chiang Kai Shek; and Between the Lines, edited by Fanny Ratchford. Gifts were received from the following: Mrs. H. D. Tallman, Miss Josephine Saunders, Mrs. Cyrus Hall, Sr., Mrs. S. G. Tiers, Mrs. A. W. Spruce, Mrs. D. B. Finch, and Mr. and Mrs. E. H. Schneider. A large framed photograph of Rome was given by Mrs. G. T. Thayer.

Miss Moore, Head of the Extension Department, and the Librarian attended the 32nd annual meeting of the West Virginia Library Association held at Jackson's Mill on October 18 and 19. The Librarian was elected Secretary of the Association for the forthcoming year.

Respectfully submitted,

Charles E. Butler

November 8, 1946

CIRCULATION - OCTOBER 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3762			3137		
Fiction	4234			4397		
Total		7996			7534	
YA Collection						
Non-fiction	299			286		
Fiction	503			417		
Total		802			703	
Total Adult Dept.			8798			8237
B & G DEPT.						
Non-fiction	903			960		
Fiction	4182			4809		
Total		5085			5769	
Teacher's Collection						
Non-fiction	1155			3356		
Fiction	3150			96		
Total		4305			3452	
Total B & G Dept.			9390			9221
TOTAL FOR MAIN LIBRARY			18188			17458
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	711			691		
Fiction	2261			1974		
Total			2972			2665
Juvenile Books						
Non-fiction	1178			872		
Fiction	3802			3249		
Total			4980			4121
Teachers Coll. Adult						
Non-fiction	___			50		
Fiction	___			13		
Total		___			63	
Juvenile						
Non-fiction	11			1376		
Fiction	800			135		
Total		811			1511	
Total Teachers Collection			811			1574
TOTAL FOR EXTENSION DEPT.			8763			8360

Circulation - OCTOBER 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	19			___		
Fiction	38			___		
Total		57			___	
Juvenile Dept.						
Non-fiction	2			___		
Fiction	44			___		
Total		46			___	
Total for Deposit Collections			103			___
GARNET BRANCH						
Adult Dept.						
Non-fiction	692			543		
Fiction	518			554		
Total		1210			1097	
Juvenile Dept.						
Non-fiction	564			510		
Fiction	341			318		
Total		905			828	
Total for Garnet Branch			2115			1925
GRAND TOTAL ALL DEPARTMENTS			29169			27843

SUMMARY

Adult						
Non-fiction	5483			4707		
Fiction	7554			7355		
Total		13037			12062	
Juvenile						
Non-fiction	3813			3814		
Fiction	12319			11967		
Total		16132			15781	
GRAND TOTAL			29169			27843

REGISTRATION - OCTOBER 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	329			267		
Transients	3			4		
Re-registered		106			131	
Total			418			402
B & G Dept.						
New borrowers	115			108		
Re-registered		11			12	
Total			126			120
EXTENSION DEPT.						
Bookmobile						
New borrowers	426			468		
Re-registered		17			23	
Total			443			491
GARNET BRANCH						
New borrowers	37			34		
Re-registered		4			0	
Total			41			34
GRAND TOTAL						
NEW BORROWERS	910			881		
RE-REGISTERED		138			166	
TOTAL			1048			1047

REPORT OF THE LIBRARIAN

FOR

NOVEMBER 1946

Circulation of books for home use during November totalled 30,010, as compared with 26,174 for the same month in 1945. This marks the first time the circulation for a month has touched thirty thousand. Cards were issued to 674 new borrowers, as compared to 557 issued in November, 1945. This steady, if unspectacular, increase, is indicative of the growth of interest in the Library's services in general, and shows that the public will respond as the Library is able to expand. The circulation, for instance, is more than double that of November, 1935.

984 volumes were purchased at a cost of $1,878.25. $674.60 was expended for subscriptions to periodicals for 1947; and $179.57 for subscriptions to various reference services. Miscellaneous expenditures--pamphlets, postage on books, etc.--and the binding of 348 volumes at $322.50 brought expenditures from the book fund for the month to $3,124.17. Among the outstanding acquisitions were: Lichton's Folk Art of Rural Pennsylvania; O'Neill's The Iceman Cometh; Europe's Lost Treasurer; and the 1945 Transactions of the American Institute of Chemical Engineers.

In the Catalog Department during the past month, 1,004 volumes new to the collection were catalogued. An additional 316 were recatalogued. Records for 101 discarded books were withdrawn. Principal recataloging projects completed were the Shakespeare material and the collection of English poetry. Miss Jane Brugger joined the staff as assistant cataloger on November 1.

For supplies, equipment and repairs a total of $573.67 was expended. Equipment added during the month included six standard type fire extinguishers.

In the Adult Department, reference questions recorded at the service desks numbered 1,849, a marked increase over the 1,229 recorded for the same period last year. As planned by Miss Kennedy and Mr. Simonds, an increasing number

of the necessary routine duties have been shifted from the librarians to the assistants.

Activities in the Boys' and Girls' Department centered around Book Week, observed from November 10-16. Special puppet shows by the Library Club and Girl Scout Troop No. 84 were given, in addition to story hours each afternoon. New books including a loan collection of British juvenile books were exhibited for parents and teachers. Visits to the Department were made by two school groups.

The Extension Department sent out three new deposit collections this month in response to requests from Quick, Five Mile School, and Cross Lanes School. New children's books and new editions of classics were kept on display for examination during Book Week, and the Department, with the Boys' and Girls' Department and the Young Adult Librarian, joined in giving a tea for all school librarians of the county on November 16th.

Pictures and stories dealing with Book Week activities were carried in both newspapers during the month.

Gifts of books, pamphlets and periodicals were received during the month from Carbide and Carbon Chemicals Corporation, Goodyear Tire and Rubber Company, National Association of Broadcasters, Mrs. S. S. Rich, Mr. D. R. Turner, and others. Mrs. W. O. Ziebold gave a collection of thirty-five current titles, fiction and non-fiction.

Respectfully submitted,

Charles E. Butler

December 6, 1946

CIRCULATION - NOVEMBER 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3574			2968		
Fiction	3783			3956		
Total		7357			6924	
YA Collection						
Non-fiction	283			279		
Fiction	439			371		
Total		722			650	
Total Adult Dept.			8079			7574
B & G DEPT.						
Non-fiction	1062			798		
Fiction	4570			4112		
Total		5632			4910	
Teacher's Collection						
Non-fiction	936			289		
Fiction	4639			4120		
Total		5575			4409	
Total B & G Dept.			11207			9319
TOTAL FOR MAIN LIBRARY			19286			16893
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	608			653		
Fiction	2044			2000		
Total			2652			2653
Juvenile Books						
Non-fiction	1274			838		
Fiction	3722			3198		
Total			4996			4036
Teachers Coll. Adult						
Non-fiction	9			57		
Fiction	----			7		
Total		9			64	
Juvenile						
Non-fiction	73			91		
Fiction	1023			911		
Total		1096			1002	
Total Teachers Collection			1105			1066
TOTAL FOR EXTENSION DEPT.			8753			7755

Circulation - NOVEMBER 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	2			0		
Fiction	54			3		
Total		56			3	
Juvenile Dept.						
Non-fiction				5		
Fiction	127			222		
Total		127			227	
Total for Deposit Collections			183			230
GARNET BRANCH						
Adult Dept.						
Non-fiction	578			477		
Fiction	462			521		
Total		1040			968	
Juvenile Dept.						
Non-fiction	431			527		
Fiction	317			341		
Total		748			868	
Total for Garnet Branch			1788			1836
GRAND TOTAL ALL DEPARTMENTS			30010			26714

SUMMARY

Adult						
Non-fiction	5054			4404		
Fiction	6782			6858		
Total		11836			11262	
Juvenile						
Non-fiction	3776			2548		
Fiction	14398			12904		
Total		18174			15452	
GRAND TOTAL			30010			26174

REGISTRATION - NOVEMBER 1945

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	254			177		
Transients	2			3		
Re-registered		95			105	
Total			351			285
B & G Dept.						
New borrowers	110			125		
Re-registered		16			11	
Total			126			136
EXTENSION DEPT.						
Bookmobile						
New borrowers	286			239		
Re-registered		42			16	
Total			328			255
GARNET BRANCH						
New borrowers	22			13		
Re-registered		1			2	
Total			23			15
GRAND TOTAL						
NEW BORROWERS	674			557		
RE-REGISTERED		154			134	
TOTAL			828			691

REPORT OF THE LIBRARIAN

FOR

DECEMBER 1946

Library activities for December, while showing a gain over December of 1945, were slightly less than those of last month. Circulation of books for home use totalled 27,860, a gain of a little more than five thousand over December 1945's circulation. Cards were issued to 391 new borrowers.

639 new volumes were acquired by purchase, among them Dard Hunter's Papermaking Through Eighteen Centuries, Who's Who 1946, Columbia University's six-volume Letters of Ralph Waldo Emerson, and the first 48 annual reports of the U. S. Bureau of American Ethnology, all substantial additions to the book collection. Periodicals, pamphlets, pictures and transportation brought expenditures from the book fund to $1,835.13.

In the Catalog Department, 890 volumes new to the collection were processed, in addition to 387 volumes recataloged, a total of 1,277. During the past six months of the Library's fiscal year, a total of 5,451 volumes have been added to the collection. 1,476 have been withdrawn as discarded or lost, making a gain to the Library's holdings of 3,975. Of the 1,476 discarded or lost, 1,049 were worn out, and 427 were volumes lost in circulation. This is not an unduly high figure, and represents approximately .5% of the books circulated.

For supplies, equipment and repair a total of $418.98 was expended.

In the Adult Department, recorded requests for assistance numbered 1,703 as against 1,321 a year ago. Reserves on 162 volumes were filled, the majority of them being for the more popular current titles. Miss Mildred Reeves, desk assistant, resigned effective December 31, and has been replaced by Miss Louise O'Conner.

The series of radio transcriptions of children's books began on December 14th. The series, Books Bring Adventure, was prepared by the National Association of Junior Leagues, and is being broadcast on WCHS under the sponsorship of the Charleston Junior League and the Library. Bookmarks listing the program were printed by WCHS and have been distributed to most city and county schools. Miss Brown reports that thus for the programs have stimulated the reading of the dramatized books to some extent, although it is difficult to estimate as yet whether or not the project will fulfill its aim, the promotion of good reading.

Gifts were received during the month from The New York Curb Exchange, Charles Scribner's Sons, Mr. F. O. Lamb, and others. Flower displays were arranged by members of the Iris Garden Club.

Respectfully submitted,

Charles E. Butler

January 3, 1947

CIRCULATION - DECEMBER 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3331			2610		
Fiction	3090			3179		
Total		6421			5789	
YA Collection						
Non-fiction	248			235		
Fiction	417			337		
Total		665			572	
Total Adult Dept.			7086			6361
B & G DEPT.						
Non-fiction	684			575		
Fiction	3241			3569		
Total		3925			4144	
Teacher's Collection						
Non-fiction	2069			69		
Fiction	3424			3929		
Total		5493			3998	
Total B & G Dept.			9418			8142
TOTAL FOR MAIN LIBRARY			16504			14503
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	625			566		
Fiction	1971			1804		
Total			2596			2370
Juvenile Books						
Non-fiction	1148			693		
Fiction	3724			2838		
Total			4872			3531
Teachers Coll. Adult						
Non-fiction	0			19		
Fiction	0			4		
Total		0			23	
Juvenile						
Non-fiction	103			45		
Fiction	1497			525		
Total		1600			570	
Total Teachers Collection			1600			593
TOTAL FOR EXTENSION DEPT.			9068			6494

Circulation - DECEMBER 1946

	1946			1945		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	2			2		
Fiction	79			8		
Total		81			10	
Juvenile Dept.						
Non-fiction	0			0		
Fiction	174			48		
Total		174			48	
Total for Deposit Collections			255			58
GARNET BRANCH						
Adult Dept.						
Non-fiction	604			385		
Fiction	671			429		
Total		1275			814	
Juvenile Dept.						
Non-fiction	384			394		
Fiction	374			335		
Total		758			729	
Total for Garnet Branch			2033			1543
GRAND TOTAL ALL DEPARTMENTS			27860			22598
SUMMARY						
Adult						
Non-fiction	4810			3817		
Fiction	6228			5761		
Total		11038			9578	
Juvenile						
Non-fiction	4388			1776		
Fiction	12434			11244		
Total		16822			13020	
GRAND TOTAL			27860			22598

REGISTRATION - DECEMBER 1946

	1946			1945		
MAIN LIBRARY						
Adult Dept.						
New borrowers	220			199		
Transients	—			4		
Re-registered		76			110	
Total			296			313
B & G Dept.						
New borrowers	43			49		
Re-registered		8			16	
Total			51			65
EXTENSION DEPT.						
Bookmobile						
New borrowers	110			62		
Re-registered		18			7	
Total			128			69
GARNET BRANCH						
New borrowers	18			8		
Re-registered		0			0	
Total			18			8
GRAND TOTAL						
NEW BORROWERS	391			322		
RE-REGISTERED		102			133	
TOTAL			493			455

REPORT OF THE LIBRARIAN

FOR

JANUARY 1947

Circulation of books for home use in January totaled 30,066, a gain of 2,490 over January of 1946. Non-fiction showed a stronger increase than fiction.

2,108 reference questions were recorded at the service desks and telephone, as compared with 1,817 a year ago.

590 cards were issued to new borrowers during the month.

For books, periodicals, re-binding, and reference service subscriptions, the sum of $2,550.80 was expende . 830 new volumes were acquired; and 323 volumes were re-bound. For supplies, repair and equipment the sum of $243.19 was expended.

During January the Catalog Department processed 1,511 volumes for the collection. Of this total, 1,095 were volumes new to the collection; 416 were volumes re-cataloged. 68 gift volumes were included.

During the month various staff members spent time collecting and preparing material on a proposed salary schedule and job classification plan. Discussion meetings were held, and it is hoped that a preliminary plan will be ready for consideration by the Board's committee in the very near future.

There were no changes in personnel during the month. Extra time was put in by Mr. Smith, the Library's part-time custodian; and Miss Mae Slaughter, former typist in the Catalog Department, was employed for part-time typing for a short period.

A complete survey of the periodical holdings of the Library got underway during January, as preparatory to a report to the Book Committee on current subscriptions, bound and unbound files, gifts and policies in general relating to the acquisition of magazine material. The findings should be

of value not only in providing a picture of the Library's resources but also as an initial step in a hoped-for city-or county-wide union catalog.

Extra activities in the Boys' and Girls' Room consisted of three story hours on puppet plays by the Library Club on January 25th. Miss Brown, Librarian, spoke to the Mercer School P. T. A., the sixth grade at Fruth School, and the Childrens Literature Class at Morris Harvey College. She reports an encouraging interest in the books dramatized on the radio series "Books Bring Adventure."

The month's reports from the Extension Department and from Garnet Branch indicate routine activities.

Flowers were placed in the Library in January by the Iris Garden Club. Books were given by Mrs. Joe Loewenstein, the French Embassy, Dr. Frederick C. Waite, Mr. Edward H. Schneider, and others.

The operations of the Library are proceeding smoothly as a whole. The preliminary work on the salary schedule and job classification involved an examination of staff duty assignments and job descriptions, and this examination in turn has resulted in several changes and improvements. A revised schedule of work for the custodian, put in effect in November, has resulted in an improvement of the appearance of the interior, although it has become increasingly apparent that more than one full-time custodian is needed if the book stock and equipment are to be kept in good condition. A gradual improvement is noticeable in the receipt of books from publishers and dealers, and books which were out-of-print during the war are beginning to be available again. It is probably too soon to expect a normal stability of personnel, but the fact that only two resignations have been received since July is an encouraging sign.

Respectfully submitted,

CIRCULATION - JANUARY 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	4297			3673		
Fiction	4616			4885		
Total		8913			8558	
YA Collection						
Non-fiction	312			332		
Fiction	569			473		
Total		881			805	
Total Adult Dept.			9794			9363
B & G DEPT.						
Non-fiction	800			732		
Fiction	4020			4170		
Total		4820			4902	
Teacher's Collection						
Non-fiction	574			146		
Fiction	1077			1263		
Total		1651			1409	
Total B & G Dept.			6471			6311
TOTAL FOR MAIN LIBRARY			16265			15674
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	791			673		
Fiction	2197			2304		
Total			2988			2977
Juvenile Books						
Non-fiction	1434			932		
Fiction	4322			3564		
Total			5756			4496
Teachers Coll. Adult						
Non-fiction	67			68		
Fiction	0			3		
Total		67			71	
Juvenile						
Non-fiction	72			68		
Fiction	2160			1932		
Total		2232			2010	
Total Teachers Collection			2299			2071
TOTAL FOR EXTENSION DEPT.			11043			9544

Circulation - JANUARY 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	22			13		
Fiction	132			127		
Total		154			140	
Juvenile Dept.						
Non-fiction	27			11		
Fiction	298			169		
Total		325			180	
Total for Deposit Collections			479			320
GARNET BRANCH						
Adult Dept.						
Non-fiction	684			563		
Fiction	599			592		
Total		1283			1155	
Juvenile Dept.						
Non-fiction	625			498		
Fiction	371			385		
Total		996			883	
Total for Garnet Branch			2279			2038
GRAND TOTAL ALL DEPARTMENTS			30066			27576

SUMMARY

Adult						
Non-fiction	6173			5322		
Fiction	8113			8384		
Total		14286			13706	
Juvenile						
Non-fiction	3532			2387		
Fiction	12248			11483		
Total		15180			13870	
GRAND TOTAL			30066			27576

REGISTRATION - JANUARY 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	442			181		
Transients	3			3		
Re-registered		119			84	
Total			564			268
B & G Dept.						
New borrowers	51			62		
Re-registered		16			13	
Total			67			75
EXTENSION DEPT.						
Bookmobile						
New borrowers	74			97		
Re-registered		22			7	
Total			96			104
GARNET BRANCH						
New borrowers	20			15		
Re-registered		0			1	
Total			20			16
GRAND TOTAL						
NEW BORROWERS	590			358		
RE-REGISTERED		157			105	
TOTAL			747			463

REPORT OF THE LIBRARIAN

FOR

FEBRUARY 1947

Expenditures and Acquisitions

844 new volumes were acquired during February, 609 for adult use and 235 for juvenile. 224 volumes were rebound, at a cost of $281.52; total expenditures from the book fund, including periodicals, pamphlets, and transportation, amounted to $2,235.45. Among the volumes added to the collection were Smith's Dictionary of Modern European Literature; 1947 Canadian Almanac; the 1947 Martindale Hubbell Law Directory; and Volume 32 of The National Cyclopedia of American Biography.

Circulation of books for home use numbered 31,408, a gain over the 27,342 issued in February of 1946, and an increase than 1400 over the number issued last month, in spite of the bad weather and fact that the Library was open fewer days. 539 new borrowers were enrolled.

The demands for different types of reference service continue to tax the Adult Department. During February a total of 1,846 questions were recorded at the desks and over the telephone. Some of the volume of this demand is of course due to the proximity of the college students and the inadequate library facilities of Morris Harvey, and it will not be possible, until the College has separate quarters, to gauge accurately the general public use. Our present observations, however, indicate that college use is not unduly high.

Miss Kennedy, Head of the Adult Department, is serving as Chairman of the Library Committee of the YWCA Business and Professional group. The Young Adult Department of the Library is working with the teen-age group. Miss Wright has established a good relationship with the U. S. Department of Commerce Office of Small Business, as well as with the W. Va. Aeronautical Association.

51 new borrowers enrolled in the Boys' and Girls' Department during February. The February 1 Story Hour consisted of two puppet shows presented by Girl Scout Troop 84, under the direction of Mrs. Walter Scott, Jr., and the Library Club. Girl Scout Troop #42 visited the Department on February 27th. Miss Brown spoke before the Edgewood Child Study League on February 5th. The Department's circulation was 9,001 volumes, as compared with 7,326 for February 1946.

The Catalog Department processed a total of 1,337 volumes. Of these, 959 were books new to the collection, and 378 were volumes re-cataloged.

Gifts of magazines and books were received from Mrs. Rex Crouser, Mr. J. F. Caulfield, Mrs. C. C. Dickinson, Jr., Mrs. W. E. Chilton, Sr. Mrs. H. V. Arkle, and others.

Acomparison of the first seven months of the 1945-1946 fiscal year with the corresponding period of the present year, shows the Library well ahead in all fields. Enrollment of new borrowers shows a 14% increase, and an 11% increase in the book circulation indicates that the yearly circulation will be above 300,000. Reference questions show an increase of 37%.

Respectfully submitted,

Charles E. Butler

3/7/47

CIRCULATION - FEBRUARY 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	4384			3571		
Fiction	4105			4821		
Total		8489			8392	
YA Collection						
Non-fiction	246			297		
Fiction	496			432		
Total		742			729	
Total Adult Dept.			9231			9121
B & G DEPT.						
Non-fiction	808			679		
Fiction	3894			3834		
Total		4702			4513	
Teacher's Collection						
Non-fiction	241			657		
Fiction	4058			2466		
Total		4299			3123	
Total B & G Dept.			9001			7636
TOTAL FOR MAIN LIBRARY			18232			16757
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	717			699		
Fiction	2116			2274		
Total			2833			2973
Juvenile Books						
Non-fiction	1335			913		
Fiction	4198			3289		
Total			5533			4202
Teachers Coll. Adult						
Non-fiction	180			11		
Fiction	3			0		
Total		183			11	
Juvenile						
Non-fiction	111			91		
Fiction	2312			1091		
Total		2423			1182	
Total Teachers Collection			2606			1193
TOTAL FOR EXTENSION DEPT.			10972			8629

Circulation - FEBRUARY 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	10					
Fiction	46			1		
Total		56			1	
Juvenile Dept.						
Non-fiction	31			12		
Fiction	294			248		
Total		325			260	
Total for Deposit Collections			381			261
GARNET BRANCH						
Adult Dept.						
Non-fiction	719			626		
Fiction	336			492		
Total		1055			1118	
Juvenile Dept.						
Non-fiction	282			531		
Fiction	486			307		
Total		768			838	
Total for Garnet Branch			1823			1956
GRAND TOTAL ALL DEPARTMENTS			31408			27342

SUMMARY

Adult						
Non-fiction	6256			5204		
Fiction	7102			8020		
Total		13358			13224	
Juvenile						
Non-fiction	2808			2883		
Fiction	15242			11235		
Total		18050			14118	
GRAND TOTAL			31408			27342

REGISTRATION - FEBRUARY 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	348			373		
Transients	2			2		
Re-registered		95			121	
Total			445			496
B & G Dept.						
New borrowers	51			97		
Re-registered		20			9	
Total			71			106
EXTENSION DEPT.						
Bookmobile						
New borrowers	102			140		
Re-registered		18			14	
Total			120			154
GARNET BRANCH						
New borrowers	36			23		
Re-registered		—			9	
Total			36			32
GRAND TOTAL						
NEW BORROWERS	539			635		
RE-REGISTERED		133			153	
TOTAL			672			788

REPORT OF LIBRARIAN

OF

MARCH 1947

Circulation of books for home use during March continued the Library's characteristic upward curve, a total of 36,991 volumes having been issued to borrowers through all agencies. This is an increase of 6,489 over the circulation for March of last year. The gain was reflected in all departments, with the Extension Department and the Boys' and Girls' Department leading. 512 new borrowers were enrolled.

The Adult Department of the Main Library recorded a total of 2,116 reference questions, a gain of 652 over last March's questions. An increased use of the Library by students, both of high-school and college age, has been apparent, especially from the Negro schools in the county. The increased use of the book collection and staff services has naturally had an effect on the appearance of the shelves: the two book shelvers, coping with many thousand more volumes than in the past, have been unable to give the necessary time to shelf-straightening and arrangement, and at the same time the librarians, occupied with patrons, have not had as much free time to devote to projects important to the Library's development. The problem of space for new books in the public rooms is critical, and often the addition of five or ten new reference books involves the moving of several hundred volumes. The impending departure of Morris Harvey College will allow us to discontinue many such essentially wasteful measures.

For books, pamphlets, periodicals and re-binding, the sum of $2,617.56 was expended. 710 new volumes were purchased, 338 volumes were re-bound, and 183 bound periodicals were received.

The Catalog Department processed a total of 1,614 volumes during March. Of these, 1,072 were volumes new to the collection, and 542 were volumes re-cataloged. The circulating 800's--the literature collection--has now been completely recataloged, and the Department is now working on the reference 800's. This is a long-term project, and we do not anticipate its successful completion for many years unless at some future time additional catalogers can be employed to concentrate on it.

A special display of books for a meeting of the Farm Bureau Women's Club at the YWCA on March 26th was arranged by Miss Brown. On March 27th Miss Brown was interviewed on the subject of children's books over a local radio program.

For supplies, equipment, maintenance and repair the sum of $521.82 was expended.

Gifts were received during the month from: Mr. Joseph Hugo, Mr. J. F. Caulfied, Miss Gail White, Mr. Harold H. Haines, and others.

The operations of the Library are proceeding satisfactorily and smoothly on the whole. The librarians who have joined the staff in the past five months--Miss Kennedy, Miss Brugger and Miss Richardson--are valuable additions, and it is to be hoped that a more general stability of personnel is in the offing. The entire staff is cooperative and understanding of the difficulties under which the Library is operating--inadequate and crowded working conditions, lack of shelf space, and the crowded halls--and is keenly conscious of the unserved areas in the county. The growing public response is a challenge to all of us.

Respectfully submitted,

Charles E. T. Butler

CIRCULATION - MARCH 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	5062			3964		
Fiction	4516			4692		
Total		9578			8606	
YA Collection						
Non-fiction	312			269		
Fiction	576			386		
Total		888			655	
Total Adult Dept.			10466			9261
B & G DEPT.						
Non-fiction	1038			884		
Fiction	5010			4454		
Total		6048			5338	
Teacher's Collection						
Non-fiction	550			824		
Fiction	3536			3043		
Total		4086			3867	
Total B & G Dept.			10134			9205
TOTAL FOR MAIN LIBRARY			20600			18466
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	838			801		
Fiction	2426			2355		
Total			3264			3156
Juvenile Books						
Non-fiction	1404			1053		
Fiction	4470			3540		
Total			5874			4593
Teachers Coll. Adult						
Non-fiction	187			10		
Fiction	30			13		
Total		217			23	
Juvenile						
Non-fiction	320			144		
Fiction	4020			2128		
Total		4340			2272	
Total Teachers Collection			4557			2295
TOTAL FOR EXTENSION DEPT.			13695			10044

Circulation - MARCH 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	16			----		
Fiction	60			----		
Total		76			----	
Juvenile Dept.						
Non-fiction	27			----		
Fiction	415			----		
Total		442			----	
Total for Deposit Collections			518			----
GARNET BRANCH						
Adult Dept.						
Non-fiction	725			629		
Fiction	554			534		
Total		1279			1163	
Juvenile Dept.						
Non-fiction	509			541		
Fiction	390			288		
Total		899			829	
Total for Garnet Branch			2178			1992
GRAND TOTAL ALL DEPARTMENTS			36991			30502

SUMMARY

Adult						
Non-fiction	7140			5673		
Fiction	8162			7930		
Total		15302			13603	
Juvenile						
Non-fiction	3848			3446		
Fiction	17841			13453		
Total		21689			16899	
GRAND TOTAL			36991			30502

REGISTRATION - MARCH 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	298			334		
Transients	3			0		
Re-registered		140			124	
Total			441			458
B & G Dept.						
New borrowers	72			110		
Re-registered		0			17	
Total			72			127
EXTENSION DEPT: Bookmobile						
New borrowers	115			171		
Re-registered		41			12	
Total			156			183
GARNET BRANCH						
New borrowers	24			34		
Re-registered		0			0	
Total			24			34
GRAND TOTAL						
NEW BORROWERS	512			649		
RE-REGISTERED		181			153	
TOTAL			693			802

REPORT OF LIBRARIAN

FOR

APRIL 1947

Circulation of books for home use for April totalled 35,453, a gain of 1,773 over April of 1946. Only during two months of the 1945-1946 fiscal year did the circulation top 30,000, whereas this year the past four months have well exceeded that figure. 490 new patrons registered for borrowers cards.

In the Adult Department at the Main Library, 1,909 requests for reference assistance were recorded, as compared with 1,696 in April a year ago. A good deal of time was spent by the adult staff in shifting books and shifting material in the card files, both procedures being necessitated by the overcrowded shelves of the Library. There is no room for further expansion in the Reference Room.

739 new volumes were acquired for the collection at a cost of $1,665.01. Expenditures for pamphlets, rebinding, and magazine subscriptions brought total expenditures from the book fund to a total of $2,107.09 ~~$1,907.09.~~

For building maintenance, supplies, printing and equipment, the sum of $466.36 was expended.

The Catalog Department processed 1,606 volumes for the shelves. Of these, 898 were volumes new to the collection, and 708 were volumes recatalogued. Miss Wilson, Head of the Catalog Department, estimates that if we are to continue recataloging at the same rate we have been for the past few months, it will probably take between one and two years to recatalog the collection of adult circulating non-fiction.

The Extension Department recorded a gain of 1,556 in its circulation for the month, with a total of 14,416 volumes. One scheduled day was lost because of engine trouble. The summer schedule, for the months of

Circulation of books, for [illegible] was the small total of [illegible], a gain of 1,[illegible] over [illegible] 1[illegible]. [illegible] of the Juvenile Fiction Room, [illegible] given [illegible] by 2,[illegible], whereas this gain [illegible] that [illegible] "[illegible]" [illegible] than [illegible]. [illegible] [illegible] between [illegible] [illegible].

In the adult department of the main library, 1,[illegible] requests for [illegible] reservations were recorded, as compared with 1,[illegible] [illegible] [illegible]. A good deal of this was [illegible] by the adult [illegible] additional [illegible] [illegible] to be done [illegible], both [illegible] [illegible] by the overcrowded [illegible] of the library. There is no room for further [illegible] in the [illegible] Room.

The [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] 2,[illegible]. Circulations for [illegible], [illegible], [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible].

For building maintenance, supplies, [illegible] [illegible], [illegible] [illegible] [illegible].

The [illegible] [illegible] [illegible] 1,[illegible] volumes for the [illegible]. [illegible] [illegible], [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible]. [illegible], [illegible] of the [illegible] [illegible], [illegible] [illegible] [illegible] [illegible] [illegible] [illegible]

June, July and August, has been drawn up. The Warner Collieres Company at Mammoth has requested service, and other summer stops which will be tried are Wicher, Leewood, and Ohley.

Group visits by two Girl Scout troops were made on April 9th, and Miss Brown, Head of the Boys' and Girls' Department, made visits to three county schools.

Gifts were received from Mrs. Ira Berry, Mr. John Caulfield, Mr. Joseph Hugo, and Mr. J. V. Laffan.

Respectfully submitted,

CIRCULATION - APRIL 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	4161			3920		
Fiction	3334			4012		
Total		7495			7932	
YA Collection						
Non-fiction	285			268		
Fiction	442			462		
Total		727			730	
Total Adult Dept.			8222			8662
B & G DEPT.						
Non-fiction	804			787		
Fiction	4034			3894		
Total		4838			4681	
Teacher's Collection						
Non-fiction	1813			2590		
Fiction	4042			2757		
Total		5855			5347	
Total B & G Dept.			10693			10028
TOTAL FOR MAIN LIBRARY			18915			18690
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	796			676		
Fiction	2121			2137		
Total			2917			2813
Juvenile Books						
Non-fiction	1493			1083		
Fiction	4794			3752		
Total			6287			4835
Teachers Coll. Adult						
Non-fiction	28			34		
Fiction	15			41		
Total		43			75	
Juvenile						
Non-fiction	463			196		
Fiction	4316			2226		
Total		4779			2422	
Total Teachers Collection			4822			2497
TOTAL FOR EXTENSION DEPT.			____			____

Circulation - APRIL 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	28			63		
Fiction	86			626		
Total		114			689	
Juvenile Dept.						
Non-fiction	33			279		
Fiction	243			1601		
Total		276			1880	
Total for Deposit Collections			390			2569
Total for Extension Department			14416			12714
GARNET BRANCH						
Adult Dept.						
Non-fiction	654			681		
Fiction	637			568		
Total		1291			1249	
Juvenile Dept.						
Non-fiction	354			648		
Fiction	477			379		
Total		831			1027	
Total for Garnet Branch			2122			2276
GRAND TOTAL ALL DEPARTMENTS			35453			33680

SUMMARY

Adult						
Non-fiction	5952			5642		
Fiction	6635			7846		
Total		12587			13488	
Juvenile						
Non-fiction	4960			5583		
Fiction	17906			14609		
Total		22866			20192	
GRAND TOTAL			35453			33680

REGISTRATION - APRIL 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	272			205		
Transients	3			3		
Re-registered		74			84	
Total			349			292
B & G Dept.						
New borrowers	98			84		
Re-registered		20				
Total			118			84
EXTENSION DEPT.						
Bookmobile						
New borrowers	97			72		
Re-registered		20			12	
Total			117			84
GARNET BRANCH						
New borrowers	20			50		
Re-registered						
Total			20			50
GRAND TOTAL						
NEW BORROWERS	490			414		
RE-REGISTERED		114			96	
TOTAL			604			510

REPORT OF THE ASSISTANT LIBRARIAN

FOR

MAY 1947

The month of May is always a time of transition for the Library. The work with children in schools comes to the term's close, and plans are made for vacation reading activities. The Extension Department calls in classroom collections and books in the hands of individual borrowers and prepares to shift the location of some stops for the summer schedule. Morris Harvey College closes its semester, and student use of the Library for help in class assignments diminishes until the beginning of the summer session. Staff vacations begin and there is a consequent re-arrangement of the service schedule.

The installation of the acoustical ceiling in the Reference room was completed, and the painting of the book shelves in the Boys' and Girls' Room was finished.

Circulation of books for home use totaled 36,117 as compared with 27,359 for May 1946. Most of this increase is due to the effort of the Boys' and Girls' Librarian and of the Extension Department Librarian to expand the Deposit and Teachers Collections. The statistics for May in this particular activity always reflect the activity of several previous months. A total of 588 borrowers were registered--slightly more than May a year ago.

1,361 volumes were processed by the Catalog Department. About one-half of these were books new to the Library and the others were books requiring re-cataloging.

In the Adult Department, 1,607 reference questions were handled during the month and 137 reserves filled. Shifting of the Adult collection con-

The [illegible] of [illegible] for the library. [illegible] work with children in schools [illegible] [illegible], and plans made for [illegible] reading [illegible]. The [illegible] important [illegible] in [illegible] collections and [illegible] [illegible] and prepared to shift the location of [illegible] [illegible] [illegible] [illegible] [illegible] [illegible]

[illegible] [illegible] [illegible] until the [illegible] of [illegible] [illegible] [illegible] arrangement of [illegible].

The [illegible] of the [illegible] [illegible] in the [illegible] was [illegible], [illegible] of [illegible] [illegible] [illegible] finished.

[illegible] [illegible] for [illegible].

[illegible] volumes were [illegible] by the [illegible] [illegible], [illegible] half of [illegible] [illegible] to the [illegible] [illegible] [illegible].

In the [illegible] [illegible], [illegible] [illegible] on questions were [illegible] the [illegible] and 137 [illegible] [illegible]. [illegible] of the [illegible] [illegible] [illegible]

tinues as shelf space has become a persistent and real problem. The program for the binding and replacement of worn out books in the Adult Department has been carried on at an accelerated pace. This is an attention the collection has long needed and must be carried on to preserve what we have.

Radio Station WGKV is allowing the Library fifteen minutes every Sunday afternoon at 5:30. Five radio programs have already been presented by members of the staff.

The Boys' and Girls' Department celebrated the Children's Spring Book Festival sponsored by the New York Herald Tribune from May 18th to 31st. The Librarian made visits to five schools. The Girl Scouts presented puppet plays and a fourth grade class from Mercer school visited the Library. There was a display of art work done by school children. This display resulted in the offer of scholarship to two of the children, Louise Farley and Betty Perry of Fruth School.

During the month, gifts were received from Mrs. Ira Berry, John Caulfield, Mrs. John Thomas, and Carbide and Carbon Corporation.

Respectfully submitted,

Robert W Simonds

June 6, 1947

CIRCULATION - MAY 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3629			3311		
Fiction	3378			4315		
Total		7007			7626	
YA Collection						
Non-fiction	262			267		
Fiction	486			434		
Total		748			701	
Total Adult Dept.			7755			8327
B & G DEPT.						
Non-fiction	764			831		
Fiction	4521			4197		
Total		5285			5028	
Teacher's Collection						
Non-fiction	2078			998		
Fiction	6009			1564		
Total		8087			2562	
Total B & G Dept.			13372			7590
TOTAL FOR MAIN LIBRARY			21127			15917
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	570			516		
Fiction	1669			1790		
Total			2239			2306
Juvenile Books						
Non-fiction	800			760		
Fiction	2936			2962		
Total			3736			3722
Teachers Coll. Adult						
Non-fiction	2			14		
Fiction	5			32		
Total		7			46	
Juvenile						
Non-fiction	289			119		
Fiction	3244			1703		
Total		3533			1822	
Total Teachers Collection			3540			1868
~~TOTAL FOR EXTENSION DEPT.~~						

Circulation - MAY 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	74			27		
Fiction	235			164		
Total		309			191	
Juvenile Dept.						
Non-fiction	335			90		
Fiction	2795			1088		
Total		3130			1178	
Total for Deposit Collections			3439			1369
Total for Extension Department			12954			9265
GARNET BRANCH						
Adult Dept.						
Non-fiction	674			672		
Fiction	501			523		
Total		1175			1195	
Juvenile Dept.						
Non-fiction	541			558		
Fiction	320			424		
Total		861			982	
Total for Garnet Branch			2036			2177
GRAND TOTAL ALL DEPARTMENTS			36117			27359

SUMMARY

Adult						
Non-fiction	5211			4807		
Fiction	6274			7258		
Total		11485			12065	
Juvenile						
Non-fiction	4807			3356		
Fiction	19825			11938		
Total		24632			15294	
GRAND TOTAL			36117			27359

REGISTRATION - MAY 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	199			223		
Transients	3			6		
Re-registered		174			114	
Total			376			343
B & G Dept.						
New borrowers	113			78		
Re-registered		15			16	
Total			128			94
EXTENSION DEPT.						
Bookmobile						
New borrowers	62			70		
Re-registered		10			9	
Total			72			79
GARNET BRANCH						
New borrowers	12			23		
Re-registered		------			------	
Total			12			23
GRAND TOTAL						
NEW BORROWERS	389			400		
RE-REGISTERED		199			139	
TOTAL			588			539

REPORT OF THE ACTING LIBRARIAN

FOR

JUNE 1947

The month of June 1947 was not strikingly different in general operations from the June of one year ago. There was, again, a slight increase in circulation over the same period a year previous--this gain being 1,943 volumes.

Adults using the Main library are reading less fiction and more non-fiction. This is understandable in view of the present deplorable state of the novel. Total circulation in the Adult Department has dropped slightly the whole loss being in fiction. Juvenile books issued at the Main library show an increase. The Extension Department and Garnet Branch both show slight increases. The registration and re-registration of borrowers totalled 832 as compared with 905 in June 1946. 1,289 reference queries were handled in the Adult Department.

597 volumes were purchased. Of these, 477 were for adult use and 120 were juvenile. For adult non-fiction $1,043 was spent; for fiction $268.00. The total sum spent for books, binding, pamphlets and magazines was $1,789.88.

For supplies, $934.75 was spent. This is a large sum--higher than last year at this time. However, supplies for one-third to one-half of the fiscal year were bought. The prices on practically all items are higher than last year.

1,232 volumes were processed by the Catalog Department comparing almost exactly with the figure 1,284 one year ago. Over one-half of these were volumes re-cataloged.

The Adult Department has carried on an effort to clear the shelves of worn out books. May such books have been sent to the bindery, mended in the Library, or have been discarded. Re-placement orders are being compiled. The Adult Department is also compiling a periodical order with a view to a better balance in the magazine collection.

The Bookmobile has continued to make its scheduled stops benefiting materially by the services of Miss Hazel Fisher, the librarian of Thomas Jefferson Junior High School. The Boys' and Girls' Department has enrolled 168 children in its vacation reading program. The children's librarian has co-operated with student teachers who are attending Morris Harvey by allowing them to participate in the children's story hours.

The library participated in the Hobby Show sponsored by the Carbide Corporation in South Charleston by installing a display of books on crafts and hobbies. In the Adult Department of the main library exhibits included reproductions of the paintings of Corot, French landscape painter, and a display of the works of well-known book illustrators. Material for both exhibits was drawn from the Library's collection.

The two most immediate problems are to make needed repairs to the building before fall weather comes, and to engage a staff for the busier season which is ahead in September. The Library has come through June by virtue of substitute help. We have two vacancies for librarians on the staff, and one more librarian contemplates a change. With the final establishment of a salary scale, the Acting Librarian will endeavor to fill these vacancies.

Respectfully Submitted,

Robert H. Simonds

Acting Librarian

CIRCULATION - JUNE 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2981			2673		
Fiction	3444			4250		
Total		6425			6923	
YA Collection						
Non-fiction	282			251		
Fiction	454			521		
Total		736			772	
Total Adult Dept.			7161			7695
B & G DEPT.						
Non-fiction	657			632		
Fiction	4910			4227		
Total		5567			4859	
Teacher's Collection						
Non-fiction	474			192		
Fiction	763			497		
Total		1237			689	
Total B & G Dept.			6804			5548
TOTAL FOR MAIN LIBRARY			13965			13243
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	541			443		
Fiction	2296			1944		
Total			2837			2387
Juvenile Books						
Non-fiction	567			487		
Fiction	2361			2347		
Total			2928			2834
Teachers Coll. Adult						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Juvenile						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total Teachers Collection			____			____
TOTAL FOR EXTENSION DEPT.			____			____

Circulation - JUNE 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	15			15		
Fiction	144			140		
Total		159			155	
Juvenile Dept.						
Non-fiction	35			16		
Fiction	609			200		
Total		644			216	
Total for Deposit Collections			803			371
Total for Extension Department			6568			5592
GARNET BRANCH						
Adult Dept.						
Non-fiction	578			510		
Fiction	601			511		
Total		1179			1021	
Juvenile Dept.						
Non-fiction	459			394		
Fiction	378			356		
Total		837			750	
Total for Garnet Branch			2016			1771
GRAND TOTAL ALL DEPARTMENTS			22549			20606

SUMMARY

Adult						
Non-fiction	4397			3892		
Fiction	6939			7366		
Total		11336			11258	
Juvenile						
Non-fiction	2192			1721		
Fiction	9021			7627		
Total		11213			9348	
GRAND TOTAL			22549			20606

REGISTRATION - JUNE 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	299			302		
Transients	1			8		
Re-registered		112			163	
Total			412			473
B & G Dept.						
New borrowers	129			155		
Re-registered		12			12	
Total			141			167
EXTENSION DEPT.						
Bookmobile						
New borrowers	213			227		
Re-registered		45			24	
Total			258			251
GARNET BRANCH						
New borrowers	21			11		
Re-registered					3	
Total			21			14
GRAND TOTAL						
NEW BORROWERS	663			703		
RE-REGISTERED		169			202	
TOTAL			832			905

REPORT OF THE LIBRARIAN

FOR

JULY 1947

The Budget as recommended by the Library Board was adopted by the Board of Education with only one change--that of an increase to the Garnet Branch Librarian's annual salary by $90.00.

Circulation of books for home use in July totalled 20,452 substantially the same as in July 1946. There continues to be a loss in the circulation of adult fiction over one year ago.

915 volumes were accessioned as library property. 1,118 volumes were processed by the Catalog Department. Of these 468 were books re-cataloged. For books, pamphlets, postage and binding the sum of $1,738.15 was expended. For supplies, equipment, and repair the sum of $339.96 was expended.

Registration of borrowers totalled 640 or an average of about 25 per Library day. For the most part the work in the separate departments has been of an essential and routine nature. Vacations and staff vacancies preclude any very new projects. Public service, binding, ordering and processing have gone forward.

During July the Library received a gift of $120.00 from a group of students at Wilson College, Chambersburg, Pennsylvania. The money was given in memory of Arthur H. Cannon who was a superintendent at the Carbide and Carbon Chemicals Corporation and a long time resident of Kanawha County. The books purchased, according to the wishes of the donors, were standard works of a scientific nature. They were chosen from a selected list of the one hundred best technical books of 1946 and early 1947 compiled by Mr. R. R. Hawkins, Chief of the Science and Technology Division of the New

York Public Library. It has also been the request of the donors that no unnessary publicity be accorded the gift.

The Librarian was approached by a Miss Judy, an individual interested in organizing a micro-film reading service for shut-ins. The equipment consists of a projector and film. The Library's part in the project would be to keep the projector in the building and to keep the file of films. The Library would not be required to purchase either film or equipment, nor to install it in the quarters of the person using it. The Librarian expressed the opinion that this Library could cooperate in such a project by providing space for the film and projector. Libraries in Detroit and Ann Arbor have cooperated in this manner.

Two members of the Dunabr Junior Chamber of Commerce have talked with the Librarian concerning increased service to Dunbar. The Librarian suggested a deposit station of 200-300 books or a night stop for the Bookmobile or both. The Librarian has been asked to talk informally to the Junior Chamber about points to be considered in setting up a local, community sponsored, branch.

Respectfully submitted,

Robert R. Simonds

[illegible] Traffic Library. It has also been the request of the Library [illegible] necessary [illegible] to consider the [illegible].

The Library has [illegible] [illegible] to supplement a [illegible] existing service for [illegible]. [illegible] [illegible] of a [illegible] and [illegible]. The [illegible] work [illegible] [illegible] to [illegible] the [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] to [illegible] it to the [illegible] of the [illegible] [illegible] it. The [illegible] [illegible] [illegible] [illegible] [illegible] [illegible]

CIRCULATION - July 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3104			3017		
Fiction	3753			4542		
Total		6857			7559	
YA Collection						
Non-fiction	543			262		
Fiction	352			538		
Total		895			800	
Total Adult Dept.			7752			8359
B & G DEPT.						
Non-fiction	624			620		
Fiction	4406			4362		
Total		5030			4982	
Teacher's Collection						
Non-fiction	----			----		
Fiction	----			----		
Total		----			----	
Total B & G Dept.			5030			4983
TOTAL FOR MAIN LIBRARY			12782			13342
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	499			508		
Fiction	2009			1978		
Total			2508			2486
Juvenile Books						
Non-fiction	531			414		
Fiction	2649			2211		
Total			3180			2625
Teachers Coll. Adult						
Non-fiction	----			----		
Fiction	----			----		
Total		----			----	
Juvenile						
Non-fiction	----			----		
Fiction	----			----		
Total		----			----	
Total Teachers Collection			----			----
TOTAL FOR EXTENSION DEPT.			5688			5111

Circulation - July 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	____			____		
Fiction	____			16		
Total		____			16	
Juvenile Dept.						
Non-fiction	____			1		
Fiction	____			7		
Total		____			8	
Total for Deposit Collections			____			24
GARNET BRANCH						
Adult Dept.						
Non-fiction	602			473		
Fiction	497			502		
Total		1099			975	
Juvenile Dept.						
Non-fiction	519			398		
Fiction	364			363		
Total		883			761	
Total for Garnet Branch			1982			1736
GRAND TOTAL ALL DEPARTMENTS			20452			20212

SUMMARY

Adult						
Non-fiction	4748			4260		
Fiction	6611			7576		
Total		11359			11836	
Juvenile						
Non-fiction	1674			1433		
Fiction	7419			6943		
Total		9093			8376	
GRAND TOTAL			20452			20212

REGISTRATION - July 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept,						
New borrowers	266			305		
Transients	1			4		
Re-registered		108			75	
Total			375			384
B & G Dept.						
New borrowers	94			83		
Re-registered		14			18	
Total			108			101
EXTENSION DEPT.						
Bookmobile						
New borrowers	118			95		
Re-registered		28			19	
Total			146			114
GARNET BRANCH						
New borrowers	11			11		
Re-registered		------			3	
Total			11			14
GRAND TOTAL						
NEW BORROWERS	490			498		
RE-REGISTERED		150			115	
TOTAL			640			613

REPORT OF THE LIBRARIAN

FOR

AUGUST 1947

Circulation of books for home use for the month totalled 19,089 as compared with 20,432 of August a year ago. The loss in circulation is in the adult fiction. 463 borrowers were registered in all departments. Reserves filled numbered 151 and 1,058 questions were recorded at service desks and over the telephone. With the removal of the college classes from the building, I think the Library can expect a changing pattern of public service which will be reflected in reference and cirulation statistics in the coming months.

The Catalog department processed 1,213 volumes; of these 441 were re-cataloged.

In the Boys' and Girls' department the Vacation reading program was completed. The children gave Miss Brown written reports on 500 books.

A total of $1,908 was spent for books, and $891 for binding which represents an accumulation of books at the bindery which were returned and billed in a large shipment. The adult librarians prepared a magazine subscription order and submitted it to the agent for a quotation.

Work necessary for the upkeep of the building moves slowly. For repairs to the roof the Library has received an estimate of approximately $350 to $400. Three men worked two days on the fire chutes but they did not leave them in a satisfactory condition. The college has been moving its property out of the building. Dr. Riggleman's opinion is that the college will occupy his office space until about the middle of September. The Librarian has received a request from Mr. Rogers, Executive Director of the Community Chest, that the Chest be allowed to use temporarily the space now occuppied by Dr. Riggleman's office and the two adjoining rooms

as campaign headquarters during the Chest's drive for funds. This is a separate request from their application for ground floor offices for their permanent headquarters.

During the month, the Librarian sent letters to truck body manufacturers requesting plans and specifications on a bookmobile body. Two companies replied with drawings and one other expressed an interest. Five companies stated definitely they could not undertake the work.

Respectfully submitted,

CIRCULATION - August 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	~~3612~~ 2607			2872		
Fiction	~~2607~~ 3612			4693		
Total		6219			7565	
YA Collection						
Non-fiction	369			279		
Fiction	227			500		
Total		596			779	
Total Adult Dept.			6815			8344
B & G DEPT.						
Non-fiction	468			535		
Fiction	4069			3953		
Total		4537			4488	
Teacher's Collection						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total B & G Dept.			4537			4488
TOTAL FOR MAIN LIBRARY			11352			12832
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	479			472		
Fiction	2110			1943		
Total			2589			2415
Juvenile Books						
Non-fiction	435			456		
Fiction	2356			2296		
Total			2791			2752
Teachers Coll. Adult						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Juvenile						
Non-fiction	____			____		
Fiction	____			____		
Total		____			____	
Total Teachers Collection			____			____
~~TOTAL FOR EXTENSION DEPT.~~			____			____

Circulation - August 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	125			3		
Fiction	205			214		
Total		330			217	
Juvenile Dept.						
Non-fiction	18			15		
Fiction	180			132		
Total		198			147	
Total for Deposit Collections			528			364
Total for Extension Department			5908			5531
GARNET BRANCH						
Adult Dept.						
Non-fiction	532			515		
Fiction	415			622		
Total		947			1137	
Juvenile Dept.						
Non-fiction	447			367		
Fiction	435			365		
Total		882			732	
Total for Garnet Branch			1829			1869
GRAND TOTAL ALL DEPARTMENTS			19089			20432

SUMMARY

Adult						
Non-fiction	~~5117~~ 4112			4141		
Fiction	~~5564~~ 6569			7972		
Total		10681			12113	
Juvenile						
Non-fiction	1368			1373		
Fiction	7040			6946		
Total		8408			8319	
GRAND TOTAL			19089			20432

REGISTRATION - August 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	182			258		
Transients	2			1		
Re-registered		86			69	
Total			270			328
B & G Dept.						
New borrowers	65			62		
Re-registered		7			10	
Total			72			72
EXTENSION DEPT.						
Bookmobile						
New borrowers	82			102		
Re-registered		20			18	
Total			102			120
GARNET BRANCH						
New borrowers	19			7		
Re-registered					2	
Total			19			9
GRAND TOTAL						
NEW BORROWERS	350			430		
RE-REGISTERED		113			99	
TOTAL			463			529

REPORT OF THE LIBRARIAN

FOR

SEPTEMBER 1947

This report is roughly divided into two parts: first, a statement of the last month's ordinary operations and secondly, a review of the most immediate needs of the library in the next month or two.

The circulation of books for home use in September was 19,905 substantially the same figure as a year ago. However, the adult circulation figures are running below a year ago, while juvenile reading is increasing. Registration in the main building is below last fall; on the Bookmobile, it has increased. $1,763.20 was expended for books, $510.76 for binding.

On the bookmobile, the fall schedule went into effect on September 3. The Bookmobile now has 43 stops on its schedule. A new engine was installed in the unit by the school garage during the month. The Bookmobile Librarian described the deposit collection service to school principals at their annual meeting September 2. Eight schools that have not had deposit collections before have asked for the service.

The Boys' and Girls' Librarian visited five schools during the month. One class from Mercer and a scout group from Kanawha School visited the Library. The Boys' and Girls' Librarian is working with the Child Study League on materials for pre-school children, with a junior high library on materials for retarded readers, and at the opposite extreme, on books for the exceptionally gifted children.

The Catalog Department processed 1,401 books which is the best output this department has had since last April.

This report [illegible] by [illegible] this [illegible] [illegible], a [illegible] of the last month's [illegible] conditions and [illegible], a [illegible] most [illegible] needs of the library in the [illegible] or the.

The [illegible] of [illegible] has been [illegible] [illegible] [illegible] approximately the same figure as a year ago. However, the [illegible] figures are running below [illegible] [illegible], while [illegible] is increasing. Circulation in the [illegible] [illegible] is below last [illegible] or the bookmobile it has increased. $2,793.30 was expended for books, [illegible] binding.

On the bookmobile, the [illegible] schools [illegible] [illegible] [illegible]. The Bookmobile now has 47 stops or its schedule. A [illegible] [illegible] established in the unit by the school [illegible] [illegible]. The bookmobile librarian described the [illegible] [illegible] service to school [illegible] at their annual meeting [illegible]. Eight schools [illegible] [illegible] collection [illegible] [illegible] [illegible].

The [illegible] and [illegible] [illegible] for [illegible] [illegible] [illegible] [illegible] one other from Denver and a book [illegible]. [illegible] [illegible] [illegible] [illegible]. The [illegible] and [illegible] [illegible] [illegible] [illegible]

The Acting Librarian has given permission to the Allied Artists group to conduct an outdoor art exhibit around the Library property just inside the sidewalk. The Charleston Delphian Chapter has asked permission to use the library building for regular semi-monthly meetings. The Acting Librarian made no arrangement with them other than to promise to bring the request to the attention of the Board.

The West Virginia Library Association is holding its annual meeting in Charleston on Saturday, October 25th. One of the participating groups is a layman's organization called "Friends of the Library." Mrs. Roudebush of Huntington requests this Board appoint a delegate to attend the meetings of the Friends.

The Library's immediate needs in the next two or three months, in my opinion, are for needed work on the building and a definite decision on the Bookmobile. Shelving of course, is a need, but will be difficult to obtain. The amount which can be spent on shelving will be dependent to a degree on how much money will finally be committed to the building and the Bookmobile. The Acting Librarian has made an attempt to have necessary repairs made on the roof, in the heating plant, on the fire escape, and in regard to the pigeon nuisance. These efforts have not resulted in much work on the building. In my opinion it would be to the advantage of the Library to occupy the quarters formerly occupied by Dr. Riggleman and the Dean, and the adjoining room. However, painting of the walls and ceilings, installation of better lighting, and the shift of some of our shelving into those quarters would be necessary for library use of them.

At the suggestion of members of the Board, letters asking for drawings, plans, and pictures of bookmobiles were sent to some twenty truck body manufacturers. To date, we have received but three replies--one is the

bid of the Baker Equipment Company, Charleston, which was submitted to the Library August 7th, quoting a price of $3,909.50 for a body. To this, the cost of a chassis must be added. Another estimate was given verbally to me and Miss Kennedy by Associated Industries of South Charleston. That company markets the chassis and the body as an integral unit. The price quoted to us for a chassis and body unit providing 20 feet of load space in the body was $4,483.00. However, this price does not include library shelving and furniture which would have to be installed, nor does it include any alterations such as the placement of another door or extra interior lighting which the library might require. A third reply came from Freuhauf Trailer Company and consisted of a plan and specifications for a warehouse trailer type Bookmobile. It contained no estimate of cost. Five other companies replied that they could not undertake such a project at this time. I strongly recommend that the Board make an early decision in placing an order for a bookmobile body and chassis since most body builders seem to be in a difficult situation as far as delivery is concerned.

Other Library activities are proceeding normally. Book buying, binding program, periodical subscription orders are going along. There is one vacancy on the staff and it has been offered to a professional librarian whose employment was authorized by this Board. Changes in clerical personnel are frequent but the Library has been able to fill them as they occurred.

Respectfully submitted,

Robert V. Simonds

Acting Librarian

[illegible]

[illegible] "A", another a value of $[illegible].00 for a [illegible]. [illegible]

[illegible] [illegible]

to [illegible] [illegible] by associated Trustees of both the Library. That company includes the clerks and [illegible] as an independent unit. The union [illegible] to be for a clerk [illegible] [illegible] 20 feet of [illegible] space in the [illegible] $4,423.00. However, this price does not include [illegible] shelving and furniture which would have to be installed, nor does it include any alterations such as the removal of [illegible] [illegible] lighting which the Library might require. [illegible] the [illegible] Trailer Company are considered [illegible] [illegible] for a [illegible] trailer type [illegible]. It [illegible] to [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] I [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] order for a [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] [illegible]

CIRCULATION - September 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	2933			3337		
Fiction	3370			4157		
Total		6303			7494	
YA Collection						
Non-fiction	251			291		
Fiction	368			478		
Total		619			769	
Total Adult Dept.			6922			8263
B & G DEPT.						
Non-fiction	585			667		
Fiction	3959			3147		
Total		4544			3814	
Teacher's Collection						
Non-fiction	0			0		
Fiction	0			0		
Total		0			0	
Total B & G Dept.			4544			3814
TOTAL FOR MAIN LIBRARY			11466			12077
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	444			497		
Fiction	1853			1775		
Total			2297			2272
Juvenile Books						
Non-fiction	695			616		
Fiction	2684			2318		
Total			3379			2934
Teachers Coll. Adult						
Non-fiction	———			———		
Fiction	———			———		
Total		———			———	
Juvenile						
Non-fiction	1			56		
Fiction	236			389		
Total		237			445	
Total Teachers Collection			237			445
TOTAL FOR EXTENSION DEPT.			———			———

Circulation - September 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	32			16		
Fiction	54			160		
Total		86			176	
Juvenile Dept.						
Non-fiction	25			22		
Fiction	173			145		
Total		198			167	
Total for Deposit Collections			284			343
Total for Extension Department			6197			5994
GARNET BRANCH						
Adult Dept.						
Non-fiction	719			595		
Fiction	520			494		
Total		1239			1089	
Juvenile Dept.						
Non-fiction	618			322		
Fiction	385			494		
Total		1003			823	
Total for Garnet Branch			2242			1912
GRAND TOTAL ALL DEPARTMENTS			19905			19983

SUMMARY

Adult						
Non-fiction	4379			4736		
Fiction	6165			7064		
Total		10544			11800	
Juvenile						
Non-fiction	1924			1683		
Fiction	7437			6500		
Total		9360			8183	
GRAND TOTAL			19905			19983

REGISTRATION - September 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	280			345		
Transients	1			4		
Re-registered		74			105	
Total			355			454
B & G Dept.						
New borrowers	82			94		
Re-registered		5			13	
Total			87			107
EXTENSION DEPT.						
Bookmobile						
New borrowers	161			95		
Re-registered		12			11	
Total			173			106
GARNET BRANCH						
New borrowers	24			20		
Re-registered		0			0	
Total			24			20
GRAND TOTAL						
NEW BORROWERS	548			558		
RE-REGISTERED		91			129	
TOTAL			639			687

REPORT OF THE LIBRARIAN

FOR

OCTOBER 1947

Circulation of books for home use during October totaled 30,737, a figure slightly larger than that for October of 1946. New borrowers cards were issued to 908 registrants, approximately the same number issued last October. The removal of Morris Harvey College from the building is apparent in declines in circulation and reference work in the Adult Department, but increased use of the Extension Department has offset declines.

$2,088.85 was expended for books, periodicals, pamphlets and rebinding. 665 new volumes were acquired by purchase.

965 volumes were prepared for the shelves by the Catalog Department, and an additional 667 were re-catalogued.

Groups from Mercer, Oakwood and Fernbank schools visited the Boys' and Girls' Department, and Miss Brown was interviewed on a radio program. In addition, Miss Brown spoke at meetings of three county groups. Other publicity during October were a book review by Miss Wright for the Kanawha County Farm Women's Council and a library tour by a Charleston High School class under the auspices of Miss Chase.

The Library's regular radio program, which was begun on May 4, 1947, continues over WGKV on Sunday evening at 6:30. Talks on books and related subjects, as well as a complete schedule of Bookmobile stops, are given each week.

16 deposit collections have been placed in county schools this fall. Additional collections could be placed if the staff were able to devote more time to this.

Miss Kennedy and Mrs. Spurlock, assistant at Garnet Branch, attended the Regional Library Conference in Baltimore October 9-11. Thirty librarians

from West Virginia were present.

The annual meeting of the West Virginia Library Association was held in Charleston on October 25th. Between 90 and 100 people were registered, and several staff members gave up their free time to assist in arrangements. The Librarian was re-elected Secretary.

Pigeon proofing was installed around the front entrance of the building during the month, and seems to be successful. The pigeons, at least temporarily, are avoiding the entrance as a roosting place. The roof has been repaired.

Mr. Jerry Gwinn, page, resumed work on October 16th. Mr. Robert Simonds, Acting Librarian, resigned effective October 31st, and the Librarian resumed his former position on October 21st.

Respectfully submitted,

CIRCULATION - OCTOBER 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3748			3762		
Fiction	3218			4234		
Total		6966			7996	
YA Collection						
Non-fiction	332			299		
Fiction	371			503		
Total		703			802	
Total Adult Dept.			7669			8798
B & G DEPT.						
Non-fiction	812			903		
Fiction	4805			4182		
Total		5617			5085	
Teacher's Collection						
Non-fiction	478			1155		
Fiction	3146			3150		
Total		3624			4305	
Total B & G Dept.			9241			9390
TOTAL FOR MAIN LIBRARY			16910			18188
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	660			711		
Fiction	2381			2261		
Total			3041			2972
Juvenile Books						
Non-fiction	1559			1178		
Fiction	5148			3802		
Total			6707			4980
Teachers Coll. Adult						
Non-fiction	4			____		
Fiction	5			____		
Total		9			____	
Juvenile						
Non-fiction	71			11		
Fiction	1513			800		
Total		1584			811	
Total Teachers Collection			1593			811
~~TOTAL FOR EXTENSION DEPT.~~			____			____

Circulation - October 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	15			19		
Fiction	36			38		
Total		51			57	
Juvenile Dept.						
Non-fiction	36			2		
Fiction	135			44		
Total		171			46	
Total for Deposit Collections			222			103
Total for Extension Department			11563			8866
GARNET BRANCH						
Adult Dept.						
Non-fiction	858			692		
Fiction	399			518		
Total		1257			1210	
Juvenile Dept.						
Non-fiction	654			564		
Fiction	353			341		
Total		1007			905	
Total for Garnet Branch			2264			2115
GRAND TOTAL ALL DEPARTMENTS			30737			29169

SUMMARY

Adult						
Non-fiction	5617			5483		
Fiction	6410			7554		
Total		12027			13037	
Juvenile						
Non-fiction	3610			3813		
Fiction	15100			12319		
Total		18710			16132	
GRAND TOTAL			30737			29169

REGISTRATION - October 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	302			329		
Transients				3		
Re-registered		86			106	
Total			388			418
B & G Dept.						
New borrowers	150			115		
Re-registered		13			11	
Total			163			126
EXTENSION DEPT.						
Bookmobile						
New borrowers	421			426		
Re-registered		16			17	
Total			437			443
GARNET BRANCH						
New borrowers	35			37		
Re-registered		11			4	
Total			46			41
GRAND TOTAL						
NEW BORROWERS	908			910		
RE-REGISTERED		126			138	
TOTAL			1034			1048

REPORT OF THE LIBRARIAN

FOR

NOVEMBER 1947

Circulation of books for home use during November totaled 37,660, an increase over that of November, 1946, of 7,650. A slight decrease in the Adult Department of the Main Library was offset by good gains in the Boys' and Girls' Department and in the Deposit and Teachers collections sent out by the Extension Department. Cards were issued to 499 new borrowers.

725 volumes were acquired by purchase. Subscriptions for 1948 for periodicals were placed, and 44 volumes were rebound. Total expenditures from the book fund amounted to $3,028.71.

The Catalog Department processed 1,202 volumes for public use. Of these, 648 were new additions, and 554 were volumes already in the collection. With the assistance of the Adult Department, the Catalog Department has begun another inventory. The preliminary investigations indicate that, with the exceptions of books in the scientific and technical fields, very few volumes are being lost. There are many volumes apparently missing, however, from the scientific and technical fields, and if the inventory bears this out, we shall be forced to change the policy of having as many books as possible on open shelves.

Staff

Miss Stella Derksen, Acting Head of the Extension Department, resigned effective November 30th, and was replaced by Miss Frances Alderson. Mr. Robert F. Simmons rejoined the staff on November 17th, dividing his time between the Adult and Cataloging Departments, releasing Miss Richardson for full-time duty in the Adult Department. Mrs. Geraldine Bond assumed

her duties as Head of the Adult Department on November 10th.

Boys' and Girls' Department

Book Week was observed from November 16th through the 22nd. New books were on special display for parents, teachers, and the patrons of the Department, and on November 14th, Miss Noel Streatfeild of London, England, was the guest of the Library. She made two appearances, one at the Thomas Jefferson Junior High School assembly program and one at the Library. The program was excellently publicized and the afternoon at the Library was highly successful. During the month seven classes from elementary schools made visits to the Department, and Miss Brown spoke on the Library to two outside groups.

Adult Department

Telephone reference questions and reference questions at the desks are increasing: 2,528 requests were handled during the month. It is probable that radio contests are some kind of stimulation to library use, for an increasing number of contestants have been noted, most of them apparently unfamiliar with the Library. The staff, although no contest questions are answered directly, provides information as to the books that may be consulted. The Department notices the absence of Morris Harvey College, both in reference work and circulation, but this is not an unmixed blessing, since whole class assignments to specific pages in certain reference books has in the past caused some damage.

General

For supplies, equipment and maintenance, the sum of $211.49 was expended.

Plans have been completed for occupancy of the offices formerly used by Morris Harvey in the northwest corner of the ground floor, and the Catalog

Department will be moved as soon as the offices have been painted and lights and shelving have been installed. Shelving will be taken from the hall and the Board Room.

Gifts were received during the month from twenty individuals and organizations. Among these are: Mr. F. O. Roller, Dr. Roy Byrd Cook, Mr. Payne Brown, Carbide and Carbon Chemicals Corporation, the American Friends Service Committee, Bethlehem Steel Company and The Veterans of Foreign Wars.

Respectfully submitted,

Charles E. Butler

12/5/47

CIRCULATION - November 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	3459			3574		
Fiction	3481			3783		
Total		6940			7357	
YA Collection						
Non-fiction	282 277			283		
Fiction	408 384			439		
Total		690			722	
Total Adult Dept.			7630			8079
B & G DEPT.						
Non-fiction	786			1062		
Fiction	4844			4570		
Total		5630			5632	
Teacher's Collection						
Non-fiction	1091			936		
Fiction	5512			4639		
Total		6603			5575	
Total B & G Dept.			12233			11207
TOTAL FOR MAIN LIBRARY			19,863			18,286
EXTENSION DEPT.						
Bookobile						
Adult Books						
Non-fiction	549			608		
Fiction	2134			2044		
Total			2683			2652
Juvenile Books						
Non-fiction	1489			1274		
Fiction	5005			3722		
Total			6494			4996
Teachers Coll. Adult						
Non-fiction	____			9		
Fiction	____			____		
Total		____			9	
Juvenile						
Non-fiction	450			73		
Fiction	5673			1023		
Total		6123			1096	
Total Teachers Collection			6123			1105
TOTAL FOR EXTENSION DEPT.			____			____

Circulation - November 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	10			2		
Fiction	40			54		
Total		50			56	
Juvenile Dept.						
Non-fiction	117					
Fiction	248			127		
Total		365			127	
Total for Deposit Collections			415			183
Total for Extension Dept.			15715			8936
GARNET BRANCH						
Adult Dept.						
Non-fiction	677			578		
Fiction	509			462		
Total		1186			1040	
Juvenile Dept.						
Non-fiction	531			431		
Fiction	365			317		
Total		896			748	
Total for Garnet Branch			2082			1788
GRAND TOTAL ALL DEPARTMENTS			37660			30010

SUMMARY

Adult						
Non-fiction	4977 4972			5054		
Fiction	6572 6548			6782		
Total		11549 1152			11836	
Juvenile						
Non-fiction	4464			3776		
Fiction	21647			14398		
Total		26111			18174	
GRAND TOTAL			37660			30010

REGISTRATION - November 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	235			254		
Transients	2			2		
Re-registered		73			95	
Total			310			351
B & G Dept.						
New borrowers	114			110		
Re-registered		24			16	
Total			138			126
EXTENSION DEPT.						
Bookmobile						
New borrowers	125			286		
Re-registered		16			42	
Total			141			328
GARNET BRANCH						
New borrowers	23			22		
Re-registered					1	
Total			23			23
GRAND TOTAL						
NEW BORROWERS	499			674		
RE-REGISTERED		113			154	
TOTAL			612			828

REPORT OF THE LIBRARIAN

FOR

DECEMBER 1947

We were pleased to note that public use of the Library's facilities continued to increase during December, the circulation of books for home use reaching the figure of 33,337, a gain of 5,477 over the circulation of December 1946. The increases were in all departments. It may be of interest to note that a large part of this circulation--14,509, to be exact--is through outside agencies such as deposit collections and teachers sets sent out by the Extension Department and the Boys' and Girls' Department. This is a part of our work which we hope to increase still further.

Between Christmas and New Year's the Catalog Department was moved to the space formerly occupied by the Morris Harvey offices, and the Extension Department was partially moved into the old Catalog Room. The new quarters will enable us to operate with more efficiency and comfort.

During the month, the Catalog Department processed 655 new books for the collection, and 652 books already in the collection were recataloged. 30 of the new books were gifts. Inventory of the adult Reference collection has been completed, except for the West Virginia section, and a report on the inventory findings will be available soon.

The Adult Department answered a total of 1,563 questions at the service desks. During the holidays, a great increase in the number of students doing reference work was noted, and on several afternoons following Christmas every seat in the reading rooms was occupied. A list of vocational fiction and non-fiction was prepared and checked for the State Department of Education.

The Library Club of the Boys' and Girls' Department was featured on a "Book Quiz" program over radio station WGKV on December 6th. Miss Brown

made talks at three schools, Mount Ovus, Elk, and Watts, during the month.

Expenditures from the Book Fund amounted to $1,973.56. 489 volumes were acquired by purchase, among them Mrs. Dayton's Pioneers and Their Homes on Upper Kanawha, Volume I of Besterman's A World Bibliography of Bibliographies, De Voto's Across the Wide Missouri, and Volume I of The Encyclopedia of Chemical Technology.

For supplies, equipment, maintenance and repair the sum of $764.64 was expended.

The local newspapers were most generous with publicity during the month, carrying the weekly lists of new books as usual, and in addition there were announcements and a picture of the manuscript display in the Browsing Room and a feature story of tentative plans for occupancy of the whole building. Radio publicity included the regular Sunday evening broadcast, which will be heard on Fridays at 6:45 p.m. beginning January 9th, and an interview with Miss Kennedy over station WKNA.

Gifts were received from Dr. Roy C. Woods, Mr. Harland P. Gorrell, Mr. L. W. Rogers, and Mr. John Caulfield.

Respectfully submitted,

Charles E. T. Butler

January 9, 1948

CIRCULATION DECEMBER 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.	3200					
Non-fiction	~~3459~~			3331		
Fiction	~~3481~~ 3266			3090		
Total		~~6940~~ 6466			6421	
YA Collection						
Non-fiction	282			248		
Fiction	408			417		
Total		690			665	
Total Adult Dept.			7156 ~~7630~~			7086
B & G Dept.						
Non-fiction	692			684		
Fiction	3800			3241		
Total		4492			3925	
Teacher's Collection						
Non-fiction	1637			2069		
Fiction	5231			3424		
Total		6868			~~5493~~	
Total B & G Dept.			11360			9418
TOTAL FOR MAIN LIBRARY			~~18990~~			16504
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	567			625		
Fiction	2194			1917		
Total		2761			2596	
Juvenile Books						
Non-fiction	1505			1148		
Fiction	4727			3724		
Total		6232			4872	
Teachers Coll. Adult						
Non-fiction	36			—		
Fiction	—			—		
Total		36			—	
Juvenile						
Non-fiction	200			103		
Fiction	2418			1497		
Total		2618			1600	
Total Teachers Collection			2654			1600

Circulation DECEMBER 1947

	1947			1946		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	11			2		
Fiction	67			79		
Total		78			81	
Juvenile Dept.						
Non-fiction	69			0		
Fiction	384			174		
Total		453			174	
Total for Deposit Collections			531			255
TOTAL FOR EXTENSION DEPT.			12178			9323
GARNET BRANCH						
Adult Dept.						
Non-fiction	743			604		
Fiction	502			671		
Total		1245			1275	
Juvenile Dept.						
Non-fiction	598			384		
Fiction	326			374		
Total		924			758	
Total for Garnet Branch			2169			2033
GRAND TOTAL ALL DEPARTMENTS			~~33337~~			27860

SUMMARY

Adult						
Non-fiction	~~5098~~ 4834			4810		
Fiction	~~6652~~ 6437			6228		
Total		~~11750~~ 11276			11038	
Juvenile						
Non-fiction	4701			4388		
Fiction	16886			12434		
Total		21587			16822	
GRAND TOTAL			~~33337~~			27860

REGISTRATION DECEMBER 1947

	1947			1946		
MAIN LIBRARY						
Adult Dept.						
New borrowers	203			220		
Transients	2					
Re-registered		88			76	
Total			293			296
B & G Dept.						
New borrowers	48			43		
Re-registered		10			8	
Total			58			51
EXTENSION DEPT.						
Bookmobile						
New borrowers	89			110		
Re-registered		14			18	
Total			103			128
GARNET BRANCH						
New borrowers	18			18		
Re-registered						
Total			18			18
GRAND TOTAL						
NEW BORROWERS	360			391		
RE-REGISTERED		112			102	
TOTAL			472			493

REPORT OF THE LIBRARIAN

FOR

JANUARY 1948

The severe weather during January apparently failed to affect the circulation of books for home use; the total number circulated was 35,737, a gain of 5,671 over January of last year. The number of new borrowers enrolling fell somewhat, 391 being registered as against 590 for January 1947.

At the Main Library, 2,301 requests for assistance were answered, some 200 more than last January's figure. Special displays included reproductions of the work of contemporary paintings, original drawings by Mrs. Naomi Hosterman for Mrs. Dayton's "Pioneers and Their Homes on Upper Kanawha," and unusual manuscripts owned by Mr. Walter Martens. Inventory of the collection is continuing, the preliminary check of the Reference Collection having been finished. Since the 1946 inventory, it now appears that ~~237~~ 172 volumes are missing. Probably some of these will turn up, being either misfiled or only temporarily in use outside the building. The majority of the missing volumes fall into the main classes: history and technical handbooks, leading to the belief that college students and workmen are responsible. In an effort to meet this situation, the scientific handbooks have been removed from the open shelves, and a closer watch is being kept on the students.

Miss Angela Chase, Librarian in charge of work with Young Adults, resigned effective January 28th to accept a position with the Mt. Vernon (N.Y.) Public Library. Mrs. Mary Meyer, assistant in the Extension Department, has been assigned to Miss Chase's place. Efforts are being made to fill the vacancy, but with no success thus far.

The Extension Department increased its circulation by a little more than four thousand volumes during January. Patrons were encouraged to take

extra volumes in the event that bookmobile service might not be available during February. Through the efforts of Mr. Ray, an Atlantic Greyhound bus was made available, and on January 31st, the Bookmobile was taken to Wooster, Ohio, for complete rebuilding. It is hoped that the job will not require longer than three weeks, and in the meantime the regular schedule is being followed, with a collection of about a thousand books available at the county stops.

Special story hour programs in the Boys' and Girls' Department included an autographing party for Miss Dede Shetter, local author, and a dramatization of part of "Alice in Wonderland" by four members of the Library Club. The dramatization was also given on the Library's regular radio program on January 29th.

The Catalog Department prepared a total of 1,409 volumes for public use, 878 new volumes and 531 volumes recatalogued.

598 volumes were added at a cost of $1,707.06, and 546 volumes were bound at a cost of $967.25. Pamphlets, periodicals and transportation to a total of $2,979.48. Gifts were received from Mr. Howard Chernoff, the United Carbon Company, the Russell Sage Foundation, and others.

Respectfully submitted,

Charles E. T. Butler

February 6, 1948

CIRCULATION JANUARY 1948

	1948			1947		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	4810			4297		
Fiction	4604			4616		
Total		9414			8913	
YA Collection						
Non-fiction	375			312		
Fiction	512			569		
Total		887			881	
Total Adult Dept.			10301			9794
B & G Dept.						
Non-fiction	740			800		
Fiction	4378			4020		
Total		5118			4820	
Teacher's Collection						
Non-fiction	243			574		
Fiction	2217			1077		
Total		2460			1651	
Total B & G Dept.			7578			6471
TOTAL FOR MAIN LIBRARY			17879			16265
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	753			791		
Fiction	2715			2197		
Total		3468			2988	
Juvenile Books						
Non-fiction	1886			1434		
Fiction	5789			4322		
Total		7675			5756	
Teachers Coll. Adult						
Non-fiction	91			67		
Fiction	37			0		
Total		128			67	
Juvenile						
Non-fiction	221			72		
Fiction	3833			2160		
Total		4054			2232	
Total Teachers Collection			4182			2299

Circulation JANUARY 1948

	1948			1947		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	70			22		
Fiction	71			132		
Total		141			154	
Juvenile Dept.						
Non-fiction	24			27		
Fiction	224			298		
Total		248			325	
Total for Deposit Collections			389			479
TOTAL FOR EXTENSION DEPT.			15714			11522
GARNET BRANCH						
Adult Dept.						
Non-fiction	715			684		
Fiction	504			599		
Total		1219			1283	
Juvenile Dept.						
Non-fiction	563			625		
Fiction	362			371		
Total		925			996	
Total for Garnet Branch			2144			2279
GRAND TOTAL ALL DEPARTMENTS			35737			30066

SUMMARY

Adult						
Non-fiction	6814			6173		
Fiction	8443			8113		
Total		15257			14286	
Juvenile						
Non-fiction	7315			3532		
Fiction	13165			12248		
Total		20480			15180	
GRAND TOTAL			35737			30066

REGISTRATION JANUARY 1948

	1948			1947		
MAIN LIBRARY						
Adult Dept.						
New borrowers	290			442		
Transients	4			3		
Re-registered		128			119	
Total			422			564
B & G Dept.						
New borrowers	47			51		
Re-registered		14			16	
Total			61			67
EXTENSION DEPT.						
Bookmobile						
New borrowers	22			74		
Re-registered		7			22	
Total			29			96
GARNET BRANCH						
New borrowers	28			20		
Re-registered					0	
Total			28			20
GRAND TOTAL						
NEW BORROWERS	391			590		
RE-REGISTERED		149			137	
TOTAL			540 ~~548~~			747

REPORT OF THE LIBRARIAN

FOR

MARCH 1948

Although a slight decrease is noticeable in the number of volumes issued to adults for home use during March, the circulation of books as a whole showed a gratifying and substantial gain, 47,771 having been circulated in comparison with the 36,991 issued in March of 1947. The large increase is due almost entirely to the book collections prepared by the Extension and Boys and Girls Departments for use in schools outside Charleston; both departments are eager to expand the Library's services beyond the building proper and the Bookmobile and are planning on developing in this direction. Reference services in the Adult Department of the Main Library also showed an increase, 2,411 inquiries having been handled at the service desks in comparison with 2,116 a year ago. 506 new borrowers cards were issued.

660 new volumes were acquired by purchase at a cost of $1,543.36. Expenditures for pamphlets, periodicals, transporation, rebinding and miscellaneous brought book fund expenditures to a total of $2,399.57. New equipment included a new Recordak Film Reader.

1,310 volumes were processed for use by the Catalog Department. Of these, 734 were new volumes; 576 volumes already in the collection were re-catalogued.

Two exhibits were in view during March, "War's Toll of Italian Art," shown by arrangement with the American Federation of Art; and a small display of original paintings by G. I. students of Mason College.

The Library Board of Garnet Branch met on March 18th to consider the application of Mrs. Hamler, Branch Librarian, for a three month's leave

of absence due to illness. The leave was granted; and Mrs. Laverta Spurlock, Assistant, was appointed Acting Librarian for the period.

The Bookmobile, repainted and rebuilt, was placed in operation on March 8th. It appears to be in first class shape, and should be good for several years additional service. Miss Julia Sullivan joined the staff as Assistant, Extension Department, on March 1st.

Operation of the Library is proceeding satisfactorily on the whole. The remodeling in conjunction with the Red Cross Occupancy is largely completed, and our tenants have caused no disturbance in our routines. The Allied Artists are making plans for occupancy of the three second floor rooms assigned them for use as an art gallery and hope to occupy them soon. The ground floor rooms will be occupied by the United Nations Appeal for Children for a month when the Red Cross vacates.

Respectfully submitted,

April 2, 1948

CIRCULATION MARCH 1948

	1948			1947		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	5096			5062		
Fiction	3973			4516		
Total		9069			9578	
YA Collection						
Non-fiction	297			312		
Fiction	499			576		
Total		796			888	
Total Adult Dept.			9865			10466
B & G Dept.						
Non-fiction	971			1038		
Fiction	5457			5010		
Total		6428			6048	
Teacher's Collection						
Non-fiction	1375			550		
Fiction	7037			3536		
Total		8412			4086	
Total B & G Dept.			14840			10134
TOTAL FOR MAIN LIBRARY			24705			20600
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	640			838		
Fiction	2380			2426		
Total		3020			3264	
Juvenile Books						
Non-fiction	2093			1404		
Fiction	6640			4470		
Total		8733			5874	
Teachers Coll. Adult						
Non-fiction	0			187		
Fiction	2			30		
Total		2			217	
Juvenile						
Non-fiction	452			320		
Fiction	7450			4020		
Total		7902			4340	
Total Teachers Collection			7907			4557

obile YA Non-fiction 142
Fiction 242
384

Teacher's Coll. YA Non-fiction 0
3
3

Circulation MARCH 1948

	1948			1947		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	14			16		
Fiction	66			60		
Total		80			76	
Juvenile Dept.						
Non-fiction	69			27		
Fiction	291			415		
Total		360			518	
Total for Deposit Collections			440			1518
TOTAL FOR EXTENSION DEPT.			20484			14213
GARNET BRANCH						
Adult Dept.						
Non-fiction	852			735		
Fiction	611			554		
Total		1463			1279	
Juvenile Dept.						
Non-fiction	716			509		
Fiction	403			390		
Total		1119			899	
Total for Garnet Branch			2582			2178
GRAND TOTAL ALL DEPARTMENTS			47771			36991

SUMMARY

Adult						
Non-fiction	7041			7140		
Fiction	7776			8162		
Total		14817			15302	
Juvenile						
Non-fiction	5676			3848		
Fiction	27278			17841		
Total		32954			21689	
GRAND TOTAL			47771			36991

REGISTRATION MARCH 1948

	1948			1947		
MAIN LIBRARY						
Adult Dept.						
New borrowers	273			298		
Transients	4			3		
Re-registered		89			140	
Total			366			441
B & G Dept.						
New borrowers	133			72		
Re-registered		13			0	
Total			146			72
EXTENSION DEPT.						
Bookmobile						
New borrowers	67			115		
Re-registered		10			41	
Total			77			156
GARNET BRANCH						
New borrowers	29			24		
Re-registered		0			0	
Total			29			24
GRAND TOTAL						
NEW BORROWERS	506			512		
RE-REGISTERED		112			181	
TOTAL			618			693

REPORT OF THE LIBRARIAN

FOR

FEBRUARY 1948

514 new volumes were added to the book collection during February, at a cost $1,262.76. Catalog cards from the Library of Congress, rebinding, postage and periodicals brought expenditures from the book fund to a total of $1,868.04.

For maintenance, repairs and supplies the sum of $730.32 was expended. This included the installation of asphalt tile in Room 101, which will be used as a staff room, and the repair of broken tile in the basement hall.

Total circulation for the month was 28,635, some 2700 lower than February, 1947. This decline is in the Extension Department, which was forced to limit service to county borrowers because of the temporary bookmobile. All departments with the exception of Extension showed increases for the month.

Bookmobile service, by means of the Greyhound bus, was maintained during February. Icy roads prevented the run on February 3rd and 6th, and on two other days the complete schedule was not followed because of mechanical difficulties. On the whole it seems as though the effort to provide token service has been worthwhile, with a total of 6,238 books circulated, and 65 new county borrowers registered. Mrs. Delloris Gillingham was employed February 1st as temporary clerical assistant.

The circulation of the Boys' and Girls' Department for February was 10,541, an increase of more than 1500 over that of February 1947. The Library Club of the Department presented three puppet shows, one for the regular story hour and two for the Horace Mann School P.T.A.

The Catalog Department prepared 1,115 volumes for public use. Of these,

[illegible]

[illegible] was released [illegible] on the [illegible] mobilization drive [illegible] a [illegible] [illegible]. [illegible] [illegible] [illegible] [illegible] [illegible], [illegible], [illegible] and [illegible] [illegible] [illegible] [illegible]

537 were volumes re-cataloged. Recataloging has been completed except for three subjects, history, biography and technology. During February Miss Wilson and Miss Brugger of the Department organized a small library at the Thomas Memorial Library and prepared a manual of procedure for the volunteer workers of the Red Cross who will operate the library.

The Adult Department answered 2,551 requests for reference assistance at the service desks in the Main Library, in contrast to last February's 1,846. More reserves were filled, more books and pictures were circulated, and more inter-library loans were secured than in the corresponding period a year ago, and it is apparent that the withdrawal of Morris Harvey College to separate quarters has had very little effect on library use.

Special exhibits included material on George Washington lent by the George Washington Life Insurance Company, chess sets lent by the Charleston and South Charleston Chess Clubs, six framed designs by the Kanawha Garden Club, and "The Oxford Almanacks," lent by the American Federation of Arts.

Gifts were received from Mr. Franklin W. Bowen, Mrs. George Bratt, Jr., the West Virginia Cancer Society, the General Electric Company, and others.

The Kanawha-Clay Chapter of the American Red Cross began use of the ground floor office space for campaign purposes on February 1st.

Respectfully submitted,

CIRCULATION FEBRUARY 1948

	1948			1947		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	4762			4384		
Fiction	4167			4105		
Total		8929			8489	
YA Collection						
Non-fiction	334			246		
Fiction	463			496		
Total		797			742	
Total Adult Dept.			9726			9231
B & G Dept.						
Non-fiction	895			808		
Fiction	4530			3894		
Total		5425			4702	
Teacher's Collection						
Non-fiction	2015			241		
Fiction	3101			4058		
Total		5116			4299	
Total B & G Dept.			10541			9001
TOTAL FOR MAIN LIBRARY			20267			18232
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	231			717		
Fiction	829			2116		
Total		1060			2833	
Juvenile Books						
Non-fiction	268			1335		
Fiction	1348			4198		
Total		1616			5533	
Teachers Coll. Adult						
Non-fiction	167			180		
Fiction	64			3		
Total		231			183	
Juvenile						
Non-fiction	216			111		
Fiction	3115			2312		
Total		3331			2423	
Total Teachers Collection			3562			2606

Circulation FEBRUARY 1948

	1948			1947		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction				10		
Fiction				46		
Total					56	
Juvenile Dept.						
Non-fiction				31		
Fiction				294		
Total					325	
Total for Deposit Collections						381
TOTAL FOR EXTENSION DEPT.			6238			11353
GARNET BRANCH						
Adult Dept.						
Non-fiction	731			719		
Fiction	501			336		
Total		1232			1055	
Juvenile Dept.						
Non-fiction	544			282		
Fiction	354			486		
Total		898			768	
Total for Garnet Branch			2130			1823
GRAND TOTAL ALL DEPARTMENTS			28635			31408

SUMMARY

Adult						
Non-fiction	6225			6256		
Fiction	6024			7102		
Total		12249			13358	
Juvenile						
Non-fiction	3938			2808		
Fiction	12448			15242		
Total		16386			18050	
GRAND TOTAL			28635			31408

REGISTRATION FEBRUARY 1948

	1948			1947		
MAIN LIBRARY						
Adult Dept.						
New borrowers	335			348		
Transients	2			2		
Re-registered		115			95	
Total			452			445
B & G Dept.						
New borrowers	94			51		
Re-registered		15			20	
Total			109			71
EXTENSION DEPT.						
Bookmobile						
New borrowers	65			102		
Re-registered		5			18	
Total			70			120
GARNET BRANCH						
New borrowers	44			36		
Re-registered						
Total			44			36
GRAND TOTAL						
NEW BORROWERS	540			539		
RE-REGISTERED		135			133	
TOTAL			675			672

REPORT OF THE LIBRARIAN

FOR

APRIL 1948

Total circulation of books for home use by all departments and agencies in April numbered 39,191, a gratifying increase over the 35,453 for April 1947. Increases were general throughout the Library. Reference inquiries at the service desks in the Adult Department totaled 2002, as compared to last April's 1909. In addition to the book circulation noted above, the following were circulated: 109 pamphlets, 61 magazines, and 20 pictures. 215 new borrowers were issued borrowers cards.

The main exhibit for the month was that sponsored by the West Virginia Chapter of the American Institute of Architects, "Southern California Architecture." The exhibit, which consisted of photographs of outstanding residential, commercial and institutional buildings completed in Southern California during the years 1938-1946, was extensively publicized by the local chapter, and was well attended. Other exhibitions of the month, from the Library's collections, were reporductions of paintings by Corot and the Boswell papers eidted by Ralph Isham.

$3,931.76 was expended for books, pamphlets and binding. 658 volumes were acquired by purchase for the Adult Department, at a cost of $2,174.87, and, for the Boys and Girls Department, 782 volumes at a cost of $968.65.

During April the staff of the Catalog Department completed the cataloging of the library recently begun at the Thomas Memorial Hospital. The collection totals 376 volumes. In addition, 1,202 volumes for the Kanawha County Public Library were processed and placed on the shelves, and 525 volumes already in the collection were recataloged.

Miss Brown, Head of the Boys and Girls Department, spoke before two groups during April and conducted a book quiz for an assembly program at

Lincoln Junior High School on April 23rd. Three special children's groups visited the Department, and two puppet shows were presented.

Only one stop was missed by the Bookmobile during April. The Extension Department showed an increase of 2,864 volumes over April 1947.

For supplies, repairs and maintenance $992.28 was expended.

Gifts were received from Mrs. William N. Westlund, Senator H. M. Kilgore, Mr. J. M. Aldridge, National Broadcasting Company, American Medical Association, Standard Oil Company, Julius Rosenwald Fund, and Miss Virginia Daniels.

Respectfully submitted,

Charles E. [illegible]

CIRCULATION APRIL 1948

	1948			1947		
MAIN LIBRARY						
Adult Dept.						
Non-fiction	4293			4161		
Fiction	3456			3334		
Total		7740			7495	
YA Collection						
Non-fiction	247			285		
Fiction	461			442		
Total		708			727	
Total Adult Dept.			8457			8222
B & G Dept.						
Non-fiction	894			804		
Fiction	4418			4034		
Total		5312			4838	
Teacher's Collection						
Non-fiction	617			1813		
Fiction	4934			4042		
Total		5551			5855	
Total B & G Dept.			10863			10693
TOTAL FOR MAIN LIBRARY			19320			18915
EXTENSION DEPT.						
Bookmobile						
Adult Books						
Non-fiction	643			796		
Fiction	2306			2121		
Total		2949			2917	
Juvenile Books						
Non-fiction	1710			1493		
Fiction	5479			4794		
Total		7189			6287	
Teachers Coll. Adult						
Non-fiction	85			28		
Fiction	19			15		
Total		104			43	
Juvenile						
Non-fiction	232			463		
Fiction	5523			4316		
Total		5755			4779	
Total Teachers Collection			5870			4822

mobile YA Fiction 344
Non-fic. 134
478

Teachers Coll. Fiction 0
Non-fic. 11
11

Circulation APRIL 1948

	1948			1947		
DEPOSIT COLLECTIONS						
Adult Dept.						
Non-fiction	24			28		
Fiction	76			86		
Total		100			114	
Juvenile Dept.						
Non-fiction	72			33		
Fiction	622			243		
Total		694			276	
Total for Deposit Collections			794			390
TOTAL FOR EXTENSION DEPT.			17,280			14,416
GARNET BRANCH						
Adult Dept.						
Non-fiction	848			654		
Fiction	583			637		
Total		1431			1291	
Juvenile Dept.						
Non-fiction	773			354		
Fiction	387			477		
Total		1160			831	
Total for Garnet Branch			2591			2122
GRAND TOTAL ALL DEPARTMENTS			39,191			35,453

SUMMARY

Adult						
Non-fiction	6285			5952		
Fiction	7245			6635		
Total		13530			12587	
Juvenile						
Non-fiction	4298			4960		
Fiction	21363			17906		
Total		25661			22866	
GRAND TOTAL			39,191			35,453

REGISTRATION APRIL 1948

	1948			1947		
MAIN LIBRARY						
Adult Dept.						
New borrowers	215			272		
Transients	2			3		
Re-registered		90			74	
Total			307			349
B & G Dept.						
New borrowers	90			98		
Re-registered		11			20	
Total			101			118
EXTENSION DEPT.						
Bookmobile						
New borrowers	78			97		
Re-registered		25			20	
Total			103			117
GARNET BRANCH						
New borrowers	12			20		
Re-registered						
Total			12			20
GRAND TOTAL						
NEW BORROWERS	397			490		
RE-REGISTERED		126			114	
TOTAL			523			604

824